



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, December 23, 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 NOVEMBER 25, 2025, REGULAR MEETING MINUTES
- F. PUBLIC COMMENTS
Designated for topics on the agenda only.
- G. AGENDA ITEMS
 - 1. Sheriff's Monthly Report (*Sheriff Taylor*) 6
 - 2. MMR Monthly Update (*D. Mosholder*)
 - 3. Emergency Management Monthly Report (*E. King*) 11
 - 4. Central Dispatch Monthly Report (*T. Baker*) 12
 - 5. Veterans Services Monthly Report
- H. ADMINISTRATOR'S COMMENTS
- I. PUBLIC COMMENTS
Open to any public comment.
- J. COMMITTEE COMMENTS
- K. CHAIR COMMENTS
- L. ADJOURN

COUNTY OF WEXFORD
HUMAN RESOURCES/PUBLIC SAFETY COMMITTEE
REGULAR MEETING MINUTES
Michael Bush, Chair
November 25, 2025

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, Jason Baughan, Brian Potter, Gary Taylor
Members Absent: None.
Also Present: Travis Baker, 911 Director; Jami Bigger, Dept. Administrator/HR Director; Robert Champion, Chief PD; Eric King, Emergency Management Coordinator; Daniel Mosholder, MMR Operations Manager; Alaina Nyman, Clerk; Joe Porterfield, County Administration/Equalization Director; Roxanne Snyder, ROD; Megan Swanberg, Executive Assistant

ADDITIONS OR DELETIONS TO THE AGENDA

Added: G.14. Request for Second Social Worker – Public Defender's Office
G.15. Request for Reclassification of Clerk from Part-time to Full-time for Prosecutor Office
G.16. Interim Veterans Director Contract
G.17. Acceptance of Resignation from CWTA

APPROVAL OF THE AGENDA

A motion was made by Comm. Taylor and supported by Comm. Baughan to approve the agenda, as amended. A vote was called, all in favor. Motion passed.

APPROVAL OF THE MINUTES

A motion was made by Comm. Taylor and supported by Comm. Baughan to approve the October 24, 2025, Regular Meeting Minutes. A vote was called, all in favor.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Sheriff's Office Monthly Report (October 2025)

Sheriff Taylor was unable to attend the meeting but provided a report in the packet.

G.2. MMR Monthly Update (October 2025)

Mr. Daniel Mosholder, Operations Manager, informed the Committee:

- The new EMT is doing great.
- They hired a new paramedic.
- He flew down South with a couple of others and drove some trucks back.
- The windows are finally done at both stations.
- Paramedic classes will be completed in the spring.

Comm. Bush asked if MMR is still receiving a lot of transfers from Cadillac to Traverse City and Mr. Mosholder informed him things are slowing down.

G.3. Emergency Management Monthly Report (October 2025)

Mr. Erik King, Emergency Management Director, informed the committee of the following:

- He attended the Regional Emergency Management meeting.
- He attended a Regional Exercise and Training Committee meeting.
- He is updating EMD plans for Code Red

G.4. Central Dispatch Monthly Report (October 2025)

Mr. Travis Baker, Dispatch Director, informed the Committee of the following:

- There were 3,741 phone calls for the month.
- Friday around 4:00 pm has been the busiest time for calls.

G.5. Veterans Services Monthly Report (October 2025)

Veterans Services Director position is currently vacant, and no report was provided at the time of the meeting.

G.6. Acceptance of Resignation from the WMCCAB

A motion was made by Comm. Taylor and supported by Comm. Baughan to forward a recommendation to the full board to accept William M. Fagerman's resignation from the Wexford Missaukee Community Correction Advisory Board. A vote was called, all in favor.

G.7. Resolution No. 25-18 Extending Appreciation for Dave Swanson

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to approve Resolution 25-18 Extending Appreciation Dave Swanson's Dedicated Service. A vote was called, all in favor.

G.8. Appointments to Standing & Special Committees

- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Noah Knauf to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Lt. Travis House to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Michael Guernsey to the 911 Advisory with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Madeline Adams to the Airport Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint David Mackey to the Airport Authority with a term ending December 31, 2027.

- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Carol Blake to the Cadillac-Wexford County Public Library with a term ending December 31, 2032.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Larry Copley to the Cadillac/Wexford Transit Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Craig Hewett to the Cadillac/Wexford Transit Authority with a term ending December 31, 2027.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Stephen Perry to the Construction Board of Appeals with a term ending December 31, 2028.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Matt Hamacher to the Construction Board of Appeals with a term ending December 31, 2028.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Dean Jurik to the Wexford County Road Commission with a term ending December 31, 2031.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint Jack Baughan to the Veterans Services Committee with a term ending December 31, 2029.
- A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the full board to reappoint William Barnett, Stephen King, Ashley Osowski and Amy Cox to the Wexford Missaukee Community Corrections Advisory Board with a term ending December 31, 2027. A vote was called, all in favor.

G.9. Wage Increase Request – Animal Shelter Attendant

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the wage increase request for the Animal Shelter Attendant from \$14.00 per hour to \$15.00 per hour effectively January 1, 2026. A vote was called, all in favor.

G.10. Wage Increase Request – Undersheriff

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the wage increase request for the Undersheriff to \$82,000 per year effective January 1, 2026. A vote was called, all in favor.

G.11. Employee Recognition

A motion was made by Comm. Baughan and supported by Comm. Potter to approve the presentation of the Certificate of Appreciation to Selena Golnick for 5 years of service at the Board of Commissioners meeting on December 03, 2025. A vote was called, all in favor.

G.12. Discussion on Stipend for Soil Erosion – Building Dept.

A motion was made by Comm. Baughan and supported by Comm. Taylor to forward a recommendation to the Finance Committee to approve an hourly stipend of \$2.00 per hour for the Building Department Assistant to perform administration duties for soil erosion effective

January 1, 2026. A vote was called, all in favor.

G.13. Travel Reimbursement Rate Policy Discussion

Comm. Potter stated receipts are coming in really close to the allowance and is asking for an increase in breakfast, lunch, dinner and lodging. He asked if the county could increase each meal \$5.00 dollars per meal and lodging \$30 dollars per night.

A motion was made by Comm. Potter and supported by comm. Baughan to forward a recommendation to the Finance Committee to increase each meal by \$5.00 and the lodging \$30 dollars per night. A vote was called, all in favor.

G.14. Request for Second Social Worker

A motion was made by Comm. Potter and supported by Comm. Baughan to forward a recommendation to the Finance Committee to approve the request for a second Social Worker for the Wexford Missaukee Public Defender's Office effective January 1, 2026. A vote was called, all in favor.

G.15. Request for Reclassification for Clerk from Part-time to Full-time for Prosecutor Office

A motion was made by Comm. Potter and supported by Comm. Taylor to forward a recommendation to the Finance Committee to approve the request to reclassify the Clerk from a part-time position to a full-time position in the Prosecutor's Office effective January 1, 2026. A vote was called, all in favor.

G.16. Interim Veterans Director Contract

A motion was made by Comm. Taylor and supported by Comm. Potter to forward a recommendation to the full board to approve the Interim Veterans Director agreement between Wexford County and Kent Myers. A vote was called, all in favor.

G.17. Acceptance of Resignation from CWTA

A motion was made by Comm. Baughan and supported by Comm. Taylor to forward a recommendation to the full board to accept Kathy Morin's resignation from the Cadillac/Wexford Transit Authority. A vote was called, all in favor.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Joe Porterfield, County Administrator, informed the Committee of the following:

- The childcare budget has increased.
- He will have a general fund budget to the finance committee in the morning.
- He would like to thank you for approving those positions changes.
- Having Mr. Myers back is amazing. The Veterans Committee is considering only have one full-time position instead of two part-time positions for the Veterans office.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

None.

CHAIR COMMENTS

Chairman Bush wish everyone a safe and Happy Thanksgiving.

ADJOURN

A motion was made by Comm. Taylor and supported by Comm. Baughan to adjourn at 4:21 p.m. A vote was called, all in favor.

Michael Bush, Chair

Megan Swanberg, Recording Secretary

DRAFT



OFFICE OF THE SHERIFF • WEXFORD COUNTY

Trent J Taylor
Sheriff

Jeffrey T. Harnish
Undersheriff

Wexford County Office of the Sheriff

Monthly Report

NOVEMBER

2025

Wexford County Animal Shelter

Reporting Month November 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	2	15	17	8	4	12	3	3	0
Cats	0	1	1	1	0	1	0	0	0

Financial Results	Cats Altered	Cats Not Altered		Dogs Altered	Dogs Not Altered		Total
Adoption Fees	0.00	0.00		120.00	60.00		180.00
Sterilization Deposits	0.00	0.00		0.00	100.00		100.00
Ordinance Fee Refunds							
Reclaim Fees	4 animals reclaimed						300.00
Donations Received							

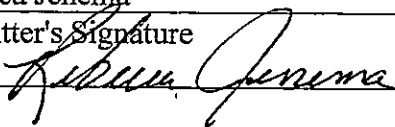
References:

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
9-2-2025

Submitter's Signature



Phone
231-779-9530

LAW ENFORCEMENT DIVISION

The Wexford County Sheriff's Office, Law Enforcement Division, is comprised of 24 sworn Officers; The Sheriff, Undersheriff, 1 Law Enforcement Lieutenant, 1 Detective Lieutenant, 1 Detective Sergeant, 4 Law Enforcement Sergeants, 14 Deputies and 2 Court Bailiff's.

Law Enforcement Statistic Re-Cap:

Total Calls for Service	878
Total Complaints Taken	196

Felony/Misdemeanor Arrests	24
Citations Issued	76

COURT SECURITY/DEPUTY ARRESTS

Court Arrests	9
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TNT:

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

Original Reports	9
Intelligence Reports	20
Arrests	5
Assist Other Agencies	7

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	37
Total Civil Papers Completed	28

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	20	Pistol Permits Issued	26
Concealed Pistol Licensing	24	Denied Permits	1
Other	6	Indiv. Pistols registered	220
Court	0		
Total Prints.....	50		

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 an attendant that assists in taking care of the animals and advocating for their adoption.

<u>ACTIVITY:</u>	
Total Calls	49
Total Complaints/Reports	2
Animal Bites	3
Citations Issued	1
Animals Lodged in Pound	18
Animals Adopted Out	12
Animals Transferred to Rescue	3
Animals Claimed by Owners	4
Animals Euthanized	3

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	91
Total number of inmates Booked	87
Total Inmates Booked –Year to date	1057
Total Number of Inmates Released	78
Number Released-Year to date	1067
Transportation Costs/Month	\$0
Transportation Costs/Year	\$0
Jail Overcrowding/State of Emergency	NO

TRAINING/RECOGNITIONS:

November 7th & 11th

The Corrections Division conducted low light firearm qualification training at the Cadillac Range.

November 11, 2025

Sheriff Taylor and Deputies Howard, Reed, Golubski, and Visscher attended 8 hours of Behavioral Health And Crisis Response training at Kirtland Community College.

November 18-20, 2025

The Law Enforcement Division conducted low light/no light firearms training. This training consisted of classroom instruction and hands on training at the Cadillac Range.



Emergency Management Monthly Report

NOVEMBER 2025

- Regional Emergency Management Meeting
- Regional Exercise and Training Committee Meeting
- EOP Update (Ongoing)
- Hazard Mitigation Plan – (8) Local Adoptions
 - o Boon, Cadillac, Cherry Grove, Greenwood, South Branch, Haring, Liberty, Manton
- Callouts: Missing Person/Assist other Agency (x5)

Erik King, EMD



WEXFORD COUNTY CENTRAL DISPATCH STATISTICS REPORT

DATE: November 2025

TOTAL LEIN RESPONSES: 14,405

CAD GENERATED INCIDENTS

SHERIFF DEPT: 1008

ANIMAL CONTROL: 49

MICHIGAN STATE POLICE: 722

CADILLAC POLICE DEPT: 785

MANTON POLICE DEPT: 12

EMS CALLS: 668

FIRE CALLS: 140

SUPPORT SERVICES CALLS: 43

CENTRAL DISPATCH: 134

911 HANGUP/TEXT BACK: 125

TOTAL CALLS FOR SERVICE: 3,427

COURT PAPERWORK

WARRANTS: 31

BOND COND: 68

PPO'S : 0

PROB ORDERS : 22

CHANGE ORI: 12

JUV PICKUP: 0

REMOVALS: 81

TOTAL: 214

PHONE CALLS RECEIVED

911 (LANDLINE): 41

911 (WIRELESS): 1149

TEXT: 19

VOIP: 121

ADMIN CALLS: 3768

TOTAL CALLS: 5,098

BUSIEST DAY OF THE WEEK

Thursday

BUSIEST TIMES OF THE DAY

1800



NOVEMBER 2025

FIRE

100	<u>1</u>
300	<u>10</u>
400	<u>11</u>
500	<u>5</u>
600	<u>11</u>
700	<u>7</u>
900	<u>8</u>
1000	<u>1</u>
1100	<u>2</u>
CF	<u>68</u>
57/28/51	<u>0</u>
NWEMA	<u>16</u>
DNR	<u>0</u>

EMS

Rescue 41	<u>54</u>
Har Res	<u>18</u>
MMR	<u>539</u>
NWEMA	<u>51</u>
AERO	<u>0</u>
Blair	<u>3</u>
57/28	<u>0</u>

LAW

WXSH	<u>1008</u>	76/77	<u>20/29</u>
MSP	<u>722</u>		
CPD	<u>785</u>		
MPD	<u>12</u>		
DNR/FS	<u>2/1</u>		

SUPPORT

DPW	STS	RC	EM-1	VSU	RR
<u>8</u>	<u>2</u>	<u>23</u>	<u>6</u>	<u>0</u>	<u>1</u>

DISPATCH

259

hangups	911 open	911 text	other
<u>89</u>	<u>35</u>	<u>1</u>	<u>134</u>

ESRP Calls by Hour

MI: 2025-11-01 00:00:00 to 2025-11-30 23:59:59

PSAPs: Wexford County Central Dispatch, Wexford County Central Dispatch (Geo Route), Wexford County - MAK

ESRP Calls by Hour

This summary report displays the total number of calls for each hour of the day (0-23) over a selected reporting period.

Key Features:

- Graph shows total calls per hour across all selected days
- First row displays total calls per hour
- Individual rows show hourly breakdown by day
- 24-hour format (0-23)
- Default 7 day reporting period

Best Used For: Understanding daily call patterns, scheduling staff shifts, and identifying consistent peak hours.

