

PUBLIC SAFETY AND INFRASTRUCTURE AND DEVELOPMENT COMMITTEE

AGENDA

November 16, 2020, 4:30 PM

Virtual Meeting Held in Accordance with Public Act 228 of 2020

Zoom Virtual Meeting

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

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PUBLIC SAFETY AND INFRASTRUCTURE AND DEVELOPMENT COMMITTEE

MEETING MINUTES

October 19, 2020

4:30 PM

Zoom Virtual Meeting Room

Meeting ID: 399-700-0062 / Password: LCBOC

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Members Present:

Robert Bezotte (Marion Twp., MI); Gary Childs (Highland Twp., MI); and, Douglas Helzerman (Handy Twp., MI)

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Bezotte at 4:32 pm.

2. APPROVAL OF MINUTES

Minutes of Meeting Dated: September 21, 2020

Moved By G. Childs

Seconded By R. Bezotte

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

3. APPROVAL OF AGENDA

Moved By R. Bezotte

Seconded By G. Childs

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

4. REPORTS

None.

5. CALL TO THE PUBLIC

None.

6. RESOLUTIONS FOR CONSIDERATION

6.1 Jail

Resolution Authorizing the Temporary Reduction of Hours for Jail Intake Specialist
Position 35100105

Undersheriff Warder introduced the Resolution to the Committee.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.2 Sheriff

Resolution Authorizing Renovations to the Jail and Sheriff Reception Areas - Sheriff

Chris Folts, Facility Services Director, explained the Resolution to those present.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.3 Emergency Management

Resolution Authorizing Funds for the Purchase of Mobile Data Computers for Livingston
County Emergency Medical Services Utilizing FY 2018 and FY 2019 Homeland Security
Grant Program Funds

Resolution was introduced by Emergency Management Coordinator, Therese Cremonte.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

6.4 Public Defender

Resolution Authorizing an Agreement with the Michigan Indigent Defense Commission
to Provide Funding to Comply with the Michigan Indigent Defense Act for State Fiscal
Year 2021

Karen Groenhout, Public Defender, explained the Resolution to the Committee.

Moved By G. Childs

Seconded By D. Helzerman

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)

7. ANNUAL REPORTS

7.1 Emergency Management

Therese CremonTE presented the Emergency Management Annual Report.

7.2 Public Defender

Karen Groenhout, Public Defender, presented her department's Annual Report.

8. CALL TO THE PUBLIC

None.

9. ADJOURNMENT


Meeting adjourned at 5:30 pm.

Moved By D. Helzerman

Seconded By G. Childs

Yes (3): R. Bezotte, G. Childs, and D. Helzerman

Motion Carried (3 to 0)



Carol Sue Jonckheere, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing a Contract with Community Mental Health for Inmate Mental Health Services 2021 - Jail

WHEREAS, Livingston County Sheriff's Office has a need for Jail Inmate Mental Health Services; and

WHEREAS, the Sheriff's Office had previously contracted mental health services with Advanced Correctional Healthcare; and

WHEREAS, the contract with Advanced Correctional Healthcare was amended to remove the mental health services in the amount of \$173,000 to contract with Livingston County Community Mental Health effective January 1, 2021 at no additional cost to the County; and,

WHEREAS, Livingston County Community Mental Health will provide 70 hours per week of mental health coverage by Qualified Mental Health Professionals; and

WHEREAS, services provided will include case management, peer support, psychotropic medications, daily meetings with inmates in distress and on suicide watch, psychiatric consultation as needed; and

WHEREAS, additional services include jail diversion before and after booking, faster bed placement by working with forensics, coordination of medication, petitions for hospitalization, coping skill classes and one on ones.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorize entering into an agreement with Livingston County Community Mental Health for Inmate Mental Health Services at the rate of \$173,000 annually for the period of January 1, 2021 through December 31, 2022.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above upon review and/or preparation of Civil Counsel.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF LIVINGSTON COUNTY SHERIFF

150 S. Highlander Way, Howell, MI 48843
Phone 517-540-7626 Fax 517-546-1800
Web Site: co.livingston.mi.us

Memorandum

To: Livingston County Board of Commissioners
From: Lt. Tarneseia Pringle
Date: 11/16/20
Re: Proposal to Contract with CMH for Inmate Mental Health Services

The Livingston County Sheriff's Office is proposing to contract with Community Mental Health (CMH) for all of our inmate mental health needs. We previously contracted our mental health services with Advanced Correctional Healthcare. We did a budget amendment to remove the mental health portion from our Advanced Correctional Healthcare contract. We will be reallocating those funds in the amount of \$173,000 a year to the Livingston County Community Mental Health.

Community mental health will provide 70 hours a week of mental health coverage including weekends and holidays. These services will provide 1 full time (40hrs per week) Qualified Mental Health Professional (QMHP) on site with part-time QMHPs to fill the other 30 hours per week. CMH will provide case management, one peer support and work with physician to coordinate psychotropic medications. The CMH professionals will meet daily with inmates in distress and on suicide watch. CMH will provide psychiatric consultation as needed.

We would like to use Livingston County Community Mental Health to contract all of these services and additional services that they can offer. These extra services include jail diversion before and after booking, work with forensics on faster bed placement, Coordination of medication assisted treatment with the medical team and aftercare, petition inmates for hospitalization and coping skill classes and one on ones within the jail.

We are requesting the attached resolution be approved to allow The Livingston County Sheriff's Office to enter into a 2 year contract with Livingston County Mental Health to provide mental health services to the inmates at the Livingston County Jail. This would take effect on January 1, 2021 and be a two year contract that would expire on December 31, 2022.

Thank you for your consideration in this matter.

If you have any questions regarding this matter, please contact Lt. Pringle or Lt. Adas.

Respectfully submitted,

Lt. Tarneseia Pringle

Livingston County CMH/Livingston County Sheriff Office Collaboration

We are proposing to provide the following services under the County Jail Mental Health Program Contract:

Staffing:

- 70 hours a week coverage
- Coverage includes weekends and holidays
- Weekends and holidays consist of just a few hours a day for Mental Health to see all inmates on suicide watch and any extreme case we might have (2-4 hours a day)
- 1 full time 40 hours a week QMHP (onsite)
- Other QMHP to fill Weekend and Holiday Hours (onsite)
- Case Management and Peer support (Other funding will be utilized)
- We will have other QMHP fill in to make up any hours that our full time or part time QMHP takes off during the week (fills in onsite)
- Limited psychiatric consultation, as requested.

Day to Day Scope of Services

- Mental Health Staff sees all suicidal inmates daily and screen for clearance or petition to the hospital
- Mental Health and Peer support conduct weekly classes (Peer Support and Coping Skills)
- Mental Health Staff answer grievances and kites in our computer system daily
- Mental Health staff screen all inmates with mental health challenges and in special housing weekly or as needed
- Mental Health Staff works with Lieutenants regarding all inmates in special housing segregation for monitoring and clearance and movement
- Mental Health staff has one-on ones with inmates requesting to be seen by mental health
- Mental Health Staff screens and petitions inmates to the hospital they feel should not be released to the general public
- Mental Health Staff appear in court for inmate hearings to request diversion or forensics
- Mental Health Staff also make housing recommendations to staff based on inmate's mental health needs if they feel it's necessary (i.e segregation or general population)
- Mental Health Staff meets with the doctor/Medical team twice a week to discuss with the doctor an inmate needs.
- The only qualified person to clear a suicide watch is a QMHP or higher
- Mental Health Staff attach progress notes to inmate JMS file for record keeping and monitoring
- Mental Health Staff reviews all fresh inmates mental health screening daily
- Mental Health staff sends all sergeants and lieutenants daily emails on all suicidal inmates
- Coordination of Medication Assisted Treatment with Medical team and aftercare.
- Coordinate other mental health treatment needs upon release from jail

Jail Mental Health CMH Budget

Liv CTY (Jan2021-Dec2021)	
.5 FTE Case Manager, 1 FTE Therapist, .5 FTE Peer, .21 FTE Supervisor	
Salary:	
\$82,969	
Fringe:	
\$32,954	
Psychiatric Consult: \$4,299	
Weekend/Holiday Shift: \$21,642	
	141,864
Supplies and Equipment:	\$980
Consumer Transitional Costs:	\$550
Communication:	\$2,424
Travel:	\$1,472
Overhead for Case Manager/Peer:	\$10,183
Conference/Training:	\$2,712
	18,321
Administration (8%):	12,815
Total Sheriff office budget:	\$173,000

<u>(CMH and other CMH grant funding):</u>	<u>\$183,188</u>
<u>Total Jail Diversion Budget:</u>	<u>\$356,188</u>

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Reorganization of the Drain Department – Drain Commissioner

WHEREAS, the Drain Commissioner has evaluated the organizational structure of the Drain Department and wishes to make changes to that structure; and

WHEREAS, the Drain Commissioner instituted a reorganization of the sanitary operations team as approved by Resolution No. 2019-09-145, which requested the new position of Sanitary Facilities Operator (Grade 7) be changed to that of Assistant Sanitary Facilities Operator position (Grade 6) with the intent to promote to Sanitary Facilities Operator (Grade 7) upon learning necessary skills and knowledge and achieving specified goals; and

WHEREAS, the individual currently occupying the Assistant Sanitary Facilities Operator position was hired on October 28, 2019 and has exceeded the expectations set forth by the Director; and

WHEREAS, the Director initially submitted to Human Resources and County Administration the necessary documentation to promote this individual on March 31, 2020; and

WHEREAS, County Administration had asked the Drain Commissioner to temporarily hold off on the promotion due to uncertainty of impacts related to COVID; and

WHEREAS, the County Board of Commissioners instituted a moratorium on hiring and promotions of County staff on April 22, 2020, which has since been lifted on October 26, 2020; and

WHEREAS, the Drain Commissioner desires to promote the Assistant Sanitary Facilities Operator to Sanitary Facilities Operator effective May 1, 2020 as originally intended; and

WHEREAS, the proposed changes to the organizational structure were already included in the approved 2020 budget and would not require a budget amendment; and

WHEREAS, the general fund is reimbursed annually for the full cost of this position by the various enterprise and drain funds under the authority of the Drain Commissioner.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the reorganization of the Drain Department changing the Assistant Sanitary Facilities Operator position to Sanitary Facilities Operator, as described in the position control chart below.

CURRENT:

Position #	Description	Status	Group	Grade	FTE
27500107	ASSISTANT SANITARY FACILITY OPERATOR	A	NU	6	1.00

PROPOSED:

Position #	Description	Status	Group	Grade	FTE
27500107	SANITARY FACILITY OPERATOR	A	NU	7	1.00

BE IT FURTHER RESOLVED that the effective date of the promotion of the Assistant Sanitary Facilities Operator to Sanitary Facilities Operator shall be May 1, 2020.

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MOVED:
SECONDED:
CARRIED:



LIVINGSTON COUNTY, MICHIGAN
OFFICE OF THE LIVINGSTON COUNTY DRAIN COMMISSIONER

2300 E. Grand River Avenue, Suite 105, Howell, MI 48843
Phone 517-546-0040 Fax 517-545-9658
Web Site: www.livgov.com/drain

Memorandum

To: Livingston County Board of Commissioners
From: Michelle LaRose, Deputy Drain Commissioner
Date: 11/4/2020
Re: Reorganization of the Drain Department

Honorable Commissioners:

On September 18, 2019, at the request of the Drain Commissioner, the Board of Commissioners approved a reorganization of the Drain office (Resolution 2019-09-145) that changed a Sanitary Facilities Operator position (Grade 7) to Assistant Sanitary Facilities Operator (Grade 6). The intent of that request was to create a tiered structure offering opportunity for advancement. The potential for a promotion provides incentive for the less experienced Assistant Sanitary Facilities Operator to learn the job efficiently and effectively. The more quickly an operator can get up to speed in understanding the sewer system operations, the sooner that person can share in other responsibilities such as becoming the lead responder to emergency calls outside of normal working hours. Consequently, it also offers incentive for the more experienced operators to help train the Assistant since it ultimately alleviates additional burden on them once the person is promoted. This helps to foster a stronger team environment.

The Sanitary Operators provide essential services through the operation and maintenance of County-owned sanitary sewer systems and the Septage Receiving Station and are deemed critical and essential in protecting the health, safety, and welfare of the citizens of Livingston County as our systems service thousands of customers. Our office strives to retain qualified and experienced staff in order to effectively operate and maintain these sewer systems.

On October 28, 2019, the Drain office hired an Assistant Sanitary Facilities Operator. Goals were established with the new operator with the understanding that accomplishing these goals would lead to career advancement. The operator has learned the job exceptionally well, has exceeded the original goals, and was deserving of a promotion to Sanitary Facilities Operator within the first several months of employment. The more experienced sanitary operations team members attest to his performance and are eager to see their teammate promoted.

The process to promote this individual was initiated on March 31, 2020, with the intent to have the promotion in place by May 1, 2020. At that time, the promotion was delayed at the request of County Administration, understandably due to the unknown impacts of COVID-19. Shortly thereafter, the County instituted a moratorium on hiring and promotions, which has since been lifted. Since the original intent was to promote this individual by May 1, 2020, this request includes setting the effective date of the promotion to reflect this.

The 2020 budget was developed based on a structure that included four Sanitary Facilities Operators and one Sanitary Facilities Superintendent. Therefore, this would not adversely impact the budget for 2020. Additionally, this position is 100% reimbursed to the County through the DPW's enterprise funds and various drain funds.

We respectfully request passage of the attached resolution for reorganization of the Drain Department.