



**Courts, Public Safety, and
Infrastructure Development Committee
Meeting Agenda**

May 4, 2026

6:00 p.m.

Hybrid In-Person and Virtual Meeting

304 E. Grand River Ave., Board Chambers, Howell, Michigan

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

<https://us02web.zoom.us/j/3997000062>

Commissioners

Jay Drick - Chairman, Frank Sample - Vice Chairman, Wes Nakagiri , Jay Gross

A quorum of the Board of Commissioners may be in attendance at this meeting.

Pages

1. **Call Meeting to Order**
2. **Pledge of Allegiance to the Flag**
3. **Roll Call**
4. **Approval of Agenda**
5. **Call to the Public**
Act 388 of 1976 offer; Act 267 of 1976
6. **Approval of Minutes**
 - 6.1 **Meeting Minutes dated: April 6, 2026** 3
7. **Reports**
8. **Resolutions for Consideration**
 - 8.1 **Building Department** Jim Rowell 5
Resolution Authorizing an Intergovernmental Agreement to Provide Building Department Services to the Village of Webberville
 - 8.2 **Community Corrections** Sara Applegate 10
Resolution Authorizing Community Corrections Plan and Application for FY 2027 be submitted to the Michigan Department of Corrections on June 1, 2026

Resolution Authorizing the Addition of 1.0 FTE Court Security Officer
Position

9. Adjournment

Courts, Public Safety, and Infrastructure Development Committee Meeting Minutes



April 6, 2026, 6:00 p.m.

Hybrid In-Person and Virtual Meeting
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Members Present: Jay Drick - Chairman, Wes Nakagiri, Jay Gross

Members Absent: Frank Sample - Vice Chairman

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Jay Drick, at 6:00 PM.

2. Pledge of Allegiance to the Flag

All rose for the Pledge of Allegiance to the Flag of the United States of America.

3. Roll Call: Roll call by the recording secretary indicated the presence of a quorum.

4. Approval of Agenda

Motion to approve the agenda as presented.

It was moved by J. Gross
Seconded by W. Nakagiri

Yes (3): J. Drick, W. Nakagiri, and J. Gross
Absent (1): F. Sample

Motion Carried (3 to 0)

5. Call to the Public

Act 388 of 1976 offer; Act 267 of 1976

- **Steve Williams** - Marion Township, MI
- **Susan Pominville** - Howell Township, MI

6. Approval of Minutes

6.1 Meeting Minutes dated: March 2, 2026

Motion to approve the minutes as presented.

It was moved by W. Nakagiri
Seconded by J. Gross

Yes (3): J. Drick, W. Nakagiri, and J. Gross
Absent (1): F. Sample

Motion Carried (3 to 0)

7. **Reports:** None.

8. **Resolutions for Consideration**

8.1 **Jail**

Resolution Authorizing an Agreement Extension with Inmate Calling Solutions, LLC to Provide Inmate Phone, Video Visitation and Tablet Services

Sheriff Murphy presented the Resolution.

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: W. Nakagiri

Seconded by: J. Gross

Yes (3): J. Drick, W. Nakagiri, and J. Gross

Absent (1): F. Sample

Motion Carried (3 to 0)

8.2 **Drain Commissioner**

Resolution Authorizing the County Attorney to File a Petition with the Circuit Court to Establish a Normal Lake Level for Faussett Lake and to Establish a Special Assessment District

Resolution was presented by Drain Commissioner Jonckheere and Mitch Dempsey, his Environmental Project Manager.

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: W. Nakagiri

Seconded by: J. Gross

Yes (2): J. Drick, and J. Gross

No (1): W. Nakagiri

Absent (1): F. Sample

Motion Carried (2 to 1)

8.3 **Planning Department**

Resolution to Endorse the Recently Adopted 2026 Livingston County Master Plan

Motion to recommend the resolution to the Board of Commissioners.

It was moved by: J. Gross

Seconded by: W. Nakagiri

Yes (3): J. Drick, W. Nakagiri, and J. Gross

Absent (1): F. Sample

Motion Carried (3 to 0)

9. **Adjournment**

Motion to adjourn the meeting at 7:25 PM.

It was moved by J. Gross

Seconded by W. Nakagiri

Yes (3): J. Drick, W. Nakagiri, and J. Gross

Absent (1): F. Sample

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 an Intergovernmental Agreement to Provide Building Department Services to the Village of Webberville – Building Department

WHEREAS, Livingston County departments have collaborated with other communities in and out of the county to share services when beneficial to both parties; and

WHEREAS, the building department has been requested to provide building department services to other communities in and out of the county; and

WHEREAS, the costs for these services will be covered by permits fees generated by construction activity in these respective communities and will not affect the cost of doing business within the county or add additional costs for the Livingston County permit holders; and

WHEREAS, the community and the building department believe an agreement would be beneficial for both parties and the benefit of providing services includes promoting development in the region by providing higher quality full-time services at lower fees for the communities we contract with and

WHEREAS, it is the recommendation of the building official on behalf of the building department to enter into an intergovernmental agreement to provide building department services to the Village of Webberville.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the Livingston County Building Department to enter into an intergovernmental agreement with the Village of Webberville to provide building department services.

BE IT FURTHER RESOLVED that this resolution will take effect on June 1st, 2026 or when both parties have approved this agreement.

#

**MOVED:
SECONDED:
CARRIED:**



**LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF BUILDING INSPECTION**

2300 E. Grand River, Suite 104
Phone: **517.546-3240** Fax: **517.546.7461**
Web Site: ***livgov.com/building***

DATE: April 20, 2026

TO: LIVINGSTON COUNTY BOARD OF COMMISSIONERS

FROM: Jim Rowell, Building Official

RE: PROVIDING BUILDING DEPARTMENT SERVICES TO THE VILLAGE OF WEBBERVILLE

The Livingston County Building Department (LCBD) has been approached about providing building department services to The Village of Webberville. Like many communities, Webberville currently uses a contract inspection firm to provide building department services. In many cases, this results in poor service, inconsistent inspections, higher fees and part-time service. Additionally, these firms do not have qualified staff available on a regular basis to answer questions, provide guidance, or to meet with contractors and permit holders in a timely manner.

The LCBD operates efficiently, taking advantage of the economy of scale. We have completed our due diligence, and we believe the LCBD can provide services to the Village of Webberville for the same cost outlined in our current fee schedule.

There are costs involved in bringing a new community into the LCBD jurisdiction. We believe these costs are recoverable in the short term and providing these services in areas adjacent to the county will encourage growth and development not just in the county, but in the region.

We have included:

- A copy of proposed services submitted to the Village of Webberville, based on criteria identified by the Village of Webberville and the LCBD.
- Flow chart developed with input from the Village of Webberville.

We are requesting approval to ask Cohl Stoker and Toskey to develop a contract between the LCBD and the Village of Webberville to provide department services, and once approved by both parties, allow the building department to provide services to the Village of Webberville.

Respectfully,

Jim Rowell
Building Official

April 20, 2026

PROPOSAL FOR PROVISION OF BUILDING DEPARTMENT SERVICES TO THE VILLAGE OF WEBBERVILLE

OBJECTIVE: TO PROVIDE THE VILLAGE OF WEBBERVILLE WITH BUILDING DEPARTMENT MANAGEMENT SERVICES, INCLUDING TECHNICAL ASSISTANCE FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES THROUGH THE APPOINTMENT OF THE LIVINGSTON COUNTY BUILDING OFFICIAL AS THE CHIEF BUILDING OFFICIAL OF THE VILLAGE OF WEBBERVILLE.

WHEREAS, the Livingston County Building Department employs a full time building official and Building Department,

WHEREAS, the Village of Webberville and Livingston County believe that the Livingston County Building and Inspection Staff would be able to manage building department inspections and permit reviews for the Village of Webberville and in other communities under the Livingston County Building Department jurisdiction.

NOW THEREFORE, BASED ON MUTUAL COVENENTS BETWEEN THE PARTIES HEREIN, THE PARTIES AGREE AS FOLLOWS;

Appointment of the Building Official: The Building Official of Livingston County (LCBD) is hereby appointed to also serve as the Building Official for the Village of Webberville. The Building Official shall be responsible for the administration and enforcement of the Michigan Building, Electrical, Mechanical, and Plumbing codes as applicable.

The Building Inspection Department: The Livingston County Building Department Staff and systems will provide building department services to the Village of Webberville. Work shall be performed on a daily basis or as needed to facilitate the work.

SCOPE OF WORK:

- Provide consistent advice and guidance to citizens, contractors and architects regarding building codes and building department related issues as currently being afforded to other communities within the LCBD jurisdiction.
- Provide on-site presence from Department Staff at the Village of Webberville offices when necessary.
- Provide responsive and timely plan reviews as needed with the same quality of service currently afforded to other communities under the jurisdiction of the LCBD, consistent with the current Michigan building, electrical, mechanical, and plumbing codes and applicable Village of Webberville ordinances.
- Utilize the existing Livingston County administrative organization to receive and document all permit applications, plan reviews and inspection requests.
- Provide on-site construction code inspections as needed.

- Manage the tracking and documentation of all projects for the Village of Webberville through the use of the existing administration structure.
- Provide monthly building department activity reporting to the Village of Webberville as afforded to other communities under the jurisdiction of the LCBD.
- The Village permit applicants will use the current County fee schedule for permits issued in the Village of Webberville.
- Attend pre-construction and red flag meetings with Village officials, planning staff and clients as needed for potential construction projects. Meetings can take place in either location as agreed.
- Administer Construction Board of Appeals meetings when needed.
- Retain all records per the retention policy required by the County
- Provide building code enforcement relating to building projects as needed.
- Provide insurance coverage as deemed necessary by the parties respective Attorneys.
- Provide proof of insurance to the Village of Webberville

OTHER PROVISIONS:

- LCBD agrees that at all times during the term of this Agreement its officers, agents, and employees will maintain current registration in accordance with Public Act 407 of 2016, the Skilled Trades Regulation Act.

FEES AND FUNDING:

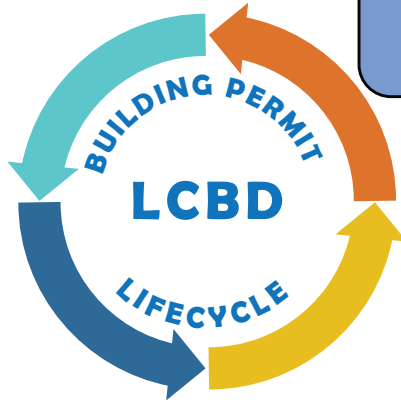
- Provide all building department services described above, funded solely by permit revenue collected by LCBD.
- Any global fee adjustments to the County Building Department fee structure will apply to the Village of Webberville.

AGREEMENT AND CANCELLATION:

- This is a continuing agreement which renews automatically every year.
- Either party can cancel the agreement with 90 days' written notice.

TIMING:

- The transition of the basic services could be immediate subsequent to approvals by both parties. Adjustments to details would be ongoing.



Permits and plans are stamped approved. One set of plans are kept by the county. Two approved sets are returned to Webberville

Customer submits a zoning permit application and 3 sets of plans to the Village of Webberville for review and approval. This process is referred to us as a Land Use Permit or Land Use waiver.

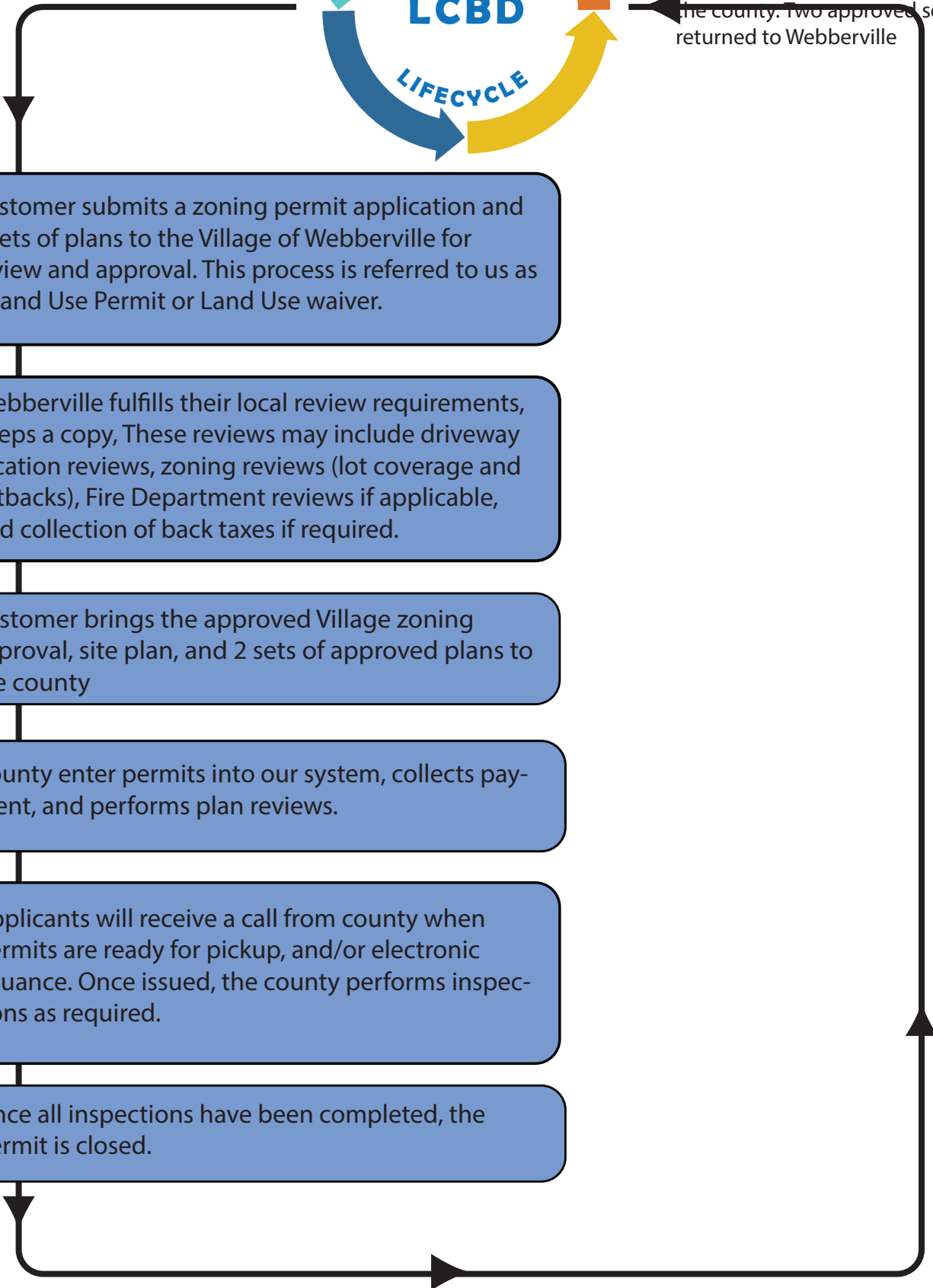
Webberville fulfills their local review requirements, keeps a copy, These reviews may include driveway location reviews, zoning reviews (lot coverage and setbacks), Fire Department reviews if applicable, and collection of back taxes if required.

Customer brings the approved Village zoning approval, site plan, and 2 sets of approved plans to the county

County enter permits into our system, collects payment, and performs plan reviews.

Applicants will receive a call from county when permits are ready for pickup, and/or electronic issuance. Once issued, the county performs inspections as required.

Once all inspections have been completed, the permit is closed.



RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Community Corrections Plan and Application for FY 2027 be submitted to the Michigan Department of Corrections on June 1, 2026 – Community Corrections

WHEREAS, The Livingston County Community Corrections Advisory Board approved the Community Corrections Plan and Application for Fiscal Year 2027 on April 20th, 2026; and

WHEREAS, The Community Corrections Plan and Application for FY 2027 is to be submitted to the Michigan Department of Corrections (MDOC), Office of Community Corrections on June 1, 2026; and

WHEREAS, The Community Corrections Plan and Application for FY 2027 covering the period of October 1, 2026 through September 30, 2027 requests funding the following services:

- Administration includes wages and fringes for existing positions, supplies, travel, training, including A new Pre-Trial Services position and electronic monitoring for pre-trial Services; and
- Group Programming including cognitive behavioral therapy; and Outpatient treatment specifically substance use disorder services through assessments, intake, group therapy, individual therapy, and other evidence-based treatment modalities; and

WHEREAS, Should funding be secured through Community Corrections, the new Pre-Trial Services position will be brought back before the Board for approval; and

WHEREAS, The total amount requested for the comprehensive plan and services is \$187,883.42.

THEREFORE, BE IT RESOLVED The Livingston County Board of Commissioners authorizes the Community Corrections program to submit the Plan and Application for Fiscal Year 2027 (Oct 1, 2026 – Sept 30, 2027), in the amount of \$187,883.42.

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

#

**MOVED:
SECONDED:
CARRIED:**



Memorandum

To: Livingston County Board of Commissioners

From: Sara Applegate, Specialty Courts and Programs Administrator

Date: 4/21/2026

Re: Community Corrections Grant Application for Fiscal Year 2027

The Livingston County Community Corrections Advisory Board (LCCCAB) approved submission of the Community Corrections Plan and Application for FY 2027 on April 20th, 2025.

The Community Corrections Plan and Application is requesting \$187,883.42 in funding for the comprehensive plan and services listed:

- **Cognitive Behavioral Treatment Programming**
- **Substance Use Disorder Treatment Assessments and Programming**
- **Administration**
- **Supplies**
- **Training**
- **Pre-trial Services Position**
- **Electronic Monitoring**

All post-sentencing programming under Community Corrections is evidence based and designed to reduce Prison Commitment Rates (PCR) as well as recidivism rates. Cognitive Behavioral programming is designed to promote skills to develop prosocial behavior and impact potential future criminal behavior by teaching how to identify, monitor, and change the thinking that is fundamental to these behaviors. Substance Use Programming is designed to help offenders understand, recognize, and accept addiction; identify and interrupt addictive thoughts, feelings and actions; and learn positive, healthy coping skills that negate the need for prison commitment. Lastly, the Program Director and Coordinator are responsible for the development, implementation, and monitoring of the Community Corrections Plan. These positions act as an advisor to the CCAB and liaison to the state. These positions also monitor program utilization and progress toward meeting objectives.

This fiscal year we are requesting funding for a Pre-trial Services position which will coordinate, along with the Program Director, implementation of a new Pre-trial Services Program for Livingston County. In addition, we are requesting funds for electronic monitoring services for defendants who are placed on pre-trial supervision.

Thank you for the opportunity to present this matter to you. If you have any questions, please contact me directly.

Part One

Contact Sheet

Name of CCAB: *Livingston County*

Federal I.D. Number: 36-6005819

A: General Contact Information:

	CCAB Manager	CCAB Manager's Direct Supervisor	CCAB Chairperson	Agency Serving as Fiduciary of Award & Contact Person
Name:	<i>Catherine DeLamielleure</i>	<i>Sara Applegate</i>	<i>Michael Murphy</i>	<i>Joe Mangan</i>
Title:	<i>Community Corrections Coordinator</i>	<i>Specialty Courts and Programs Administrator</i>	<i>Livingston County Sheriff</i>	<i>Chief Financial Officer</i>
Address:	<i>204 S. Highlander Way</i>	<i>204 S. Highlander Way</i>	<i>150 S. Highlander Way</i>	<i>304 E. Grand River Ave.</i>
City:	<i>Howell</i>	<i>Howell</i>	<i>Howell</i>	<i>Howell</i>
State:	<i>Michigan</i>	<i>Michigan</i>	<i>Michigan</i>	<i>Michigan</i>
Phone:	<i>(517) 540-7663</i>	<i>(517) 540-7664</i>	<i>(517) 546-7932</i>	<i>(517) 546-8727</i>
Email:	<i>CDelamielleure@livgov.com</i>	<i>sapplegate@livgov.com</i>	<i>mmurphy@livgov.com</i>	<i>jmangan@livgov.com</i>

Type of Community Corrections Board: *County Advisory Board*

Date application was approved by the local CCAB: *04/20/2026*

Participating County

Counties/Cities Participating in the CCAB: *Livingston*

Date application was approved by county board(s) of commissioners and/or city council:

[] Tentative Date

05/26/2026

B: CCAB Membership

Representing:	Name	Email	Vacant
County Sheriff:		<i>Michael Murphy</i> <i>mmurphy@livgov.com</i>	<i>[]</i>
Chief of Police:		<i>David Russell</i> <i>drussel@unadillapolice.org</i>	<i>[]</i>
Circuit Court Judge:		<i>Matthew J. McGivney</i> <i>mmcgivney@livgov.com</i>	<i>[]</i>
District Court Judge:		<i>Daniel Bain</i> <i>dbain@livgov.com</i>	<i>[]</i>
Probate Court Judge:		<i>Miriam Cavanaugh</i> <i>mcavanaugh@livgov.com</i>	<i>[]</i>
County Commissioner(s): <i>(One Required for each member of County)</i>		<i>Jay Drick</i> <i>jdrick@livgov.com</i>	<i>[]</i>
Service Area (Up to 3):		<i>Connie Conklin: Livingston County CMH</i> <i>cconklin@cmhliv.org</i>	<i>[]</i>
Service Area (Up to 3):		<i>Carrie Skiles: Grace Pointe Church</i> <i>skiles_carrie@yahoo.com</i>	<i>[]</i>
County Prosecutor:		<i>Carolyn Henry</i> <i>chenry@livgov.com</i>	<i>[]</i>
Criminal Defense Attorney:		<i>Karen Groenhout</i> <i>kgroenhout@livgov.com</i>	<i>[]</i>
Business Community:		<i>Curtis Griffin</i> <i>curtisgriffin@yahoo.com</i>	<i>[]</i>
Communications Media:		<i>Ken Rogulski</i> <i>kenrogulski@yahoo.com</i>	<i>[]</i>

Circuit/District Probation:			<i>Michale Boyden</i>	<i>boydenm1@michigan.gov</i>	[]
City Councilperson (Applies to City or City/County Regional CCABs only - one from each member City/County required):			N/A	N/A	[]
Workforce Development:			<i>Dawn Awrey</i>	<i>dawrey@mwse.org</i>	[]

Criminal Justice System Analysis

A: PCR Tables

PCR Table FY 2024

	CCAB PCR	State PCR
Overall	%	17.0%
Group 2	%	11.2%
Straddle Cell	%	19.7%
Group 2 Straddle	%	18.3%
Pretrial Appearance Rate	%	%
Pretrial Public Safety Rate	%	%

PCR Table FY 2025

	CCAB PCR	State PCR
Overall	16.9%	18.8%
Group 2	14.8%	12.8%
Straddle Cell	26.3%	21.6%
Group 2 Straddle	26.5%	21.1%
Pretrial Appearance Rate	0.0%	91.0%
Pretrial Public Safety Rate	0.0%	96.0%

Does this data exclude those dispositions with prisoner status? **Yes**

B: Recidivism

County	# of Probation Violations - New Sentence to Prison	# of Probation Violations - Technical to Prison

C: COMPAS Criminogenic Needs Profile

Please list the Top 3 needs scales (medium/probable and high/highly probable combined) as identified within the COMPAS Criminogenic Needs and Risk Profile for all probationers provided by OCC. Additionally, identify both the local and proposed OCC strategies that will impact the identified needs scales. OCC funded strategies must be identified by CCIS Code and Local Name of Program as it appears on the program descriptions:

- First:** *Substance Abuse*
- Second:** *Criminal Personality*
- Third:** *Family Criminality*

List non-OCC funded programs in support of the top three criminogenic needs.

Adult Drug Court

Veterans Treatment Court

Mental Health Court

Swift and Sure Sanctions Probation

Check the Program codes in support of the top three

criminogenic needs. *C01: Cognitive, G18: Outpatient Services, I22: Community Mental Health Actuarial Assessment, Z00: Other*

Michigan WORKS

Work Skills

Key Development

Catholic Charities

RAIL Transitional Living

LACASA

State Board Impact

A: Key Objectives

Does your plan intend to impact sentenced felons? Yes

Please state the objective:

Overall PCR from 16.90 % in FY 2025, to 16.90 % in FY 2027.

List OCC Programs in support of Objective:

C01: Cognitive

Local Program Name(s):

Thinking Matters

List OCC Programs in support of Objective:

G18: Outpatient Services

Local Program Name(s):

Outpatient Group Treatment-Key II

List OCC Programs in support of Objective:

I22: Actuarial Assessment

Local Program Name(s):

Substance Use Assessments

List OCC Programs in support of Objective:

Z00: Other

Local Program Name(s):

Substance Use Disorder Individual Therapy

List Non-OCC Programs in support of Objective:

Adult Drug Court

Mental Health Court

Veterans Treatment Court

Swift and Sure Sanctions Probation

Community Mental Health

Key Development

Catholic Charities

RAIL Transitional Housing

LACASA

Were key objectives met the prior year for the sentenced felon population? Yes

Does your plan intend to impact pretrial defendants? Yes

Please state the objective:

Appearance Rate	0.00 % in FY	2025, to	90.00 % in FY	2027.
from:				

Public Safety Rate	0.00 % in FY	2025, to	95.00 % in FY	2027.
from:				

List OCC Programs in support of Objective:

F22: Pretrial Assessment

Local Program Name:

Pretrial Risk Assessment

List OCC Programs in support of Objective:

F23: Pretrial Supervision

Local Program Name:

Pretrial Supervision

List Non-OCC Programs in support of Objective:

Adult Drug Court

Mental Helathn Court

Veterans Treatment Court

Swift and Sure Probation Program

Community Mental Health

Key Development

Catholic Charities

RAIL Transitional Housing

LACASA

Were key objectives met the prior year for the pretrial population? No

If no, please provide reasoning.

Our county did not have PA-511 funding for pre-trial services in FY2025.

Additional Information

Please provide any additional information that supports your requests:

Our CCAB has looked at the lodged pool of charges which included OWI 2nd; Operating with High BAC; Controlled Substance; and Possession and Use (misdemeanor and felony) for our pilot program which we hope to begin, if awarded funds, in October of 2026. The Public Safety Rate based on this pool is 94.1% and the Appearance Rate is 88.7% which are both below the state average rates. This is a snapshot pool of charges and we believe that if we had the ability to look at all of the charges that the rates would be even lower.

Our CCAB is requesting funds for a .75 Pre-Trial Services Coordinator position which would allow us to use the evidence-based PRAXIS tool and comply with the best practices and standards set forth by NAPSA.

Administrative Duties & Expenses Agreement

Per P.A. 511, Administration funds cannot exceed 30% of the award amount. Staff time billed for Administration duties must be for actual hours worked. Contracted provider time billed for Administration duties must comply with your local provider contract. All expenses must be approved by MOCC.

By applying for Administration funding, I acknowledge and accept the MOCC's Administration Duties & Expenses Agreement.

Evidence Based Plan

The County certifies that the Comprehensive Plan submitted to the Office of Community Corrections adheres to the 8 Evidence-based Principles for Effective Interventions: Assess Actuarial Risk/Needs, Enhance Intrinsic Motivation, Target Interventions, Skill Train with Direct Practice, Increase Positive Reinforcement, Engage Ongoing Support in Natural Communities, Measure Relevant Processes/Practices, and Provide Measurement Feedback.

Assessment Services: I22-Substance Use Assessments

Assessment Services

CCIS Code: I22 **Local Program Name:** Substance Use Assessments **New Initiative:** Yes No

Provider Name: Key Development **Program Location:** Jail Community

For Regional CCABs only, list all member counties that will use this program:
Livingston County

Input

Participants

- 1) Projected Number of new Enrollments: 30
- 2) What is the target population?

Sentenced Felons Delayed/Deferred Felons Pretrial Defendants

3) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following COMPAS Criminogenic Needs Scales.

a) COMPAS Criminogenic Needs Scales: Substance Abuse, Cognitive Behavioral, Criminal Personality, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association

b) Gender Responsive Scales: Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction, Parental Stress

c) Felony Probation Violator, regardless of COMPAS Score) Pretrial Defendants Ordered by the Court.

Gender

All
Funding
Assessment

6) Type of assessment:

Substance use disorder
Staff

Credentials of Provider:

Licensed or Limited License Counselor, Licensed or Limited License Psychologist

Activities

- 1) Release of Information (ROI) signed by both parties
- 2) Interview with participants
- 3) Review of gathered information
- 4) Completion of assessment

Outputs

Required Outputs

- 1) Completed assessment with findings/diagnosis and recommendations for programming and/or additional services
- 2) Discussion of findings/diagnosis and recommendations
- 3) Tracking of termination type (successful, unsuccessful, neutral)

Key Performance Measurement (KPM)

Required KPM

- 1) 100% of participants receiving a completed assessment will be referred to recommended programming and/or services within 14 days of assessment.

Logic Model

Click [here](#) to generate logic model

Other Program: Z00-Substance Use Disorder Individual Therapy

Other Program

CCIS Code: Z00 **Local Program Name:** Substance Use Disorder Individual Therapy **New Initiative:** []Yes [X]No
Provider Name: Key Development **Program Location:** []Jail [X]Community
For Regional CCABs only, list all member counties that will use this program:

Livingston County

Input

Curriculum

- [X] 1) Curriculum Name: *Interdisciplinary Treatment Modalities-varies per participant*
- [X] 2) Number of required curriculum sessions: 10

Participants

- 3) Projected Number of new Enrollments: 10
- 4) What is the target population?

[X]Sentenced Felons [X]Delayed/Deferred Felons [X]Pretrial Defendants

- [X] 6) Eligibility criteria: What is the eligibility criteria? Choose at least one of the following criminogenic needs scales.
 - a) COMPAS Criminogenic Needs Scales: *Substance Abuse, Cognitive Behavioral, Criminal Personality, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association*
 - b) Gender Responsive Scales: *Experiences of Abuse as Adult, Experiences of Abuse as a Child, Relationship Dysfunction, Parental Stress*
 - c) [X]Felony Probation Violator, regardless of COMPAS Score

Gender

- All
- Funding
- Other

Please describe other inputs:

The SARF assessment is completed and if individual therapy is a recommendation and one of the following exists: the participant is not appropriate for group, cannot attend other groups due to schedule conflicts (like work), or who are ordered into treatment but there is not a high enough number to start a group then the participant would be referred for individual therapy under Z00. The Substance Abuse Referral and Follow-Up (SARF) is a comprehensive biopsychosocial assessment (family history, social history, medical history, psychiatric history, education/employment history, and legal history) paired with a heavy emphasis on substance use history and current individual substance use trends. A urine drug screen (UDS) is also provided with this assessment. Based on the assessment, provisional DSM-V diagnoses for both mental health and substance use could be provided by the administrator. Treatment recommendations are also provided as a part of the assessment and are based on the assessment, drug screen, and provisional diagnosis(es).

Activities

- 1) Group Facilitation
- 2) Group check-in
- 3) Homework assignment
- 4) Homework review
- 5) Attendance report
- 6) Name of assessment completed: *SUD Assessment*
- 7) What is the max # of individual sessions when deemed clinically appropriate? 50
- 8) Installation of electronic monitor/ignition interlock
- 9) Identify and track participants monitoring schedule
- 10) Review of electronic monitoring reports
- 11) Report Compliance and non-compliance to the Court

12) Please describe other Activities:

Individual treatment for substance use is provided from a co-occurring standpoint, addressing both the mental health and substance use concerns of the client. A therapist will utilize a multi-disciplinary approach which includes many different treatment modalities. This could include but is not limited to cognitive behavioral therapy, motivational interviewing, trauma-informed therapies, Gestalt therapy, solution-focused and solution-focused brief therapy, other brief therapy modalities, etc. Individual treatment can occur at a frequency of multiple times a week, weekly, bi-weekly, or monthly. This frequency is determined by the therapist and the client based on client needs which may range from 12-50 sessions per year.

Outputs

Be sure while program is running to capture this information that will be needed for further reporting.

- 1) Tracking of electronic monitoring compliance and violations.
- 2) Tracking of termination type (successful, unsuccessful, neutral)
- 3) Tracking of AVLOS in program
- 4) Documentation of participation/service provided to probation agent/referral source
- 5) Number of Groups Conducted
- 6) Number of Progress Reports
- 7) Number of Terminations
 - a) Successful
 - b) Unsuccessful
- 8) Number of groups attended per participant

9) Please describe other outputs:

-
- acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

- Of those who successfully completed this program, % will obtain employment.
- Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.
- Of those who successfully completed this program, % will increase parenting time.
- Of those who successfully completed this program, 80% will increase their post-test score.
- Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

Other:

Logic Model

Click [here](#) to generate logic model

Outpatient Group Treatment: G18-Outpatient Group Treatment-Key II

Outpatient Group Treatment

Outpatient Group Treatment - Key II Yes No
 Key Development Jail Community
 Community

Livingston County

Input

Curriculum

- 1) Curriculum Name: *"Staying Sober" by T. Gorski and "Stop the Chaos" by A. Tighe*
- 2) Number of required curriculum sessions: 10
- 3) What is the max number of individual sessions when deemed clinically appropriate? 4

Staff

Staff

Licensed or Limited License Counselor, Licensed or Limited License Psychologist

Participants

- 4) Projected Number of new Enrollments: 10
- 5) What is the target population?

- Sentenced Felons
 - Delayed/Deferred Felons
 - Pretrial Defendants
- 6) Eligibility Criteria: Enrollees must have a completed clinical assessment that identifies need for the service.

Staff

All
Funding

Activities

Staff

- 1) *Group facilitation*
- 2) *Group check-in*
- 3) *Assignment of Homework*
- 4) *Review of homework*
- 5) *Reporting group attendance*

Assessment Completion

- 5) What assessment is used?

Biopsychosocial

SUD Assessment

Outputs

- 1) Number of Groups Conducted
- 2) Number of Progress Reports
- 3) Number of Terminations
 - a) Successful
 - b) Unsuccessful
- 4) Number of groups attended per participant
 - a) ALOS to Complete

I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

Of those who successfully completed this program, % will obtain employment.

Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.

Of those who successfully completed this program, % will increase parenting time.

Of those who successfully completed this program, 80% will increase their post-test score.

Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.

Other:

Logic Model

Click [pl:l](#) to generate logic model

Pretrial Risk Assessment: F22-Pretrial Risk Assessment

Pretrial Risk Assessment

CCIS Code: F22 **Local Program Name:** *Pretrial Risk Assessment* **New Initiative:** Yes No

Provider Name: *Livingston County CCAB* **Program Location:** Jail Community

For Regional CCABs only, list all member counties that will use this program:

Livingston County

Input

Participants

1) What is the projected number of new PRAXIS assessments: 200

2) Participants are: Lodged in Jail Not lodged

3) Participants are Charged with:

All Criminal Charges

Funding

Staff

6) What is the total estimated time for completion per assessment? 90 Minutes

Activities

1) When is the assessment completed? *Prior to arraignment, After arraignment, At subsequent pretrial hearing, At judicial request*

2) Defendant Interview is required for this program description.

3) PRAXIS Scoring is required for this program description.

4) Criminal History Check Utilized: *LEIN, JDW, ICHAT, Local Jail/Court System*

5) Do you verify the gathered information? Yes No

6) Do you write/compile a report for the court's review? Yes No

7) Do you provide testimony in court if needed? Yes No

Outputs

- 1) Number of defendants assessed prior to arraignment
- 2) Number of defendants assessed at subsequent hearing
- 3) Number of defendants who secure release pending case disposition
- 4) Number of defendants detained pending case disposition
- 5) Number of defendants whose release decisions correspond with their assessed risk level (Praxis)

Key Performance Measurement (KPM)

Complete the following required measures:

Release Rate: 75% of the OCC-funded defendants who secure release pending case disposition.

Concurrence Rate: 50% of OCC-funded defendants whose release decision/court ordered bail correspond with their assessed risk level (PRAXIS).

Logic Model

Click [here](#) to generate logic model

Pretrial Supervision Services: F23-Pretrial Supervision

Pretrial Supervision Services

CCIS Code: F23 **Local Program Name:** *Pretrial Supervision* **New Initiative:** Yes No
Provider Name: *Livingston County CCAB* **Program Location:** Jail Community
For Regional CCABs only, list all member counties that will use this program:

Livingston County

Input

Participants
 Number of projected new enrollments: 125
 Staff
 Funding
 Eligibility Criteria
Eligibility criteria must comply with the 2023 Michigan PRAXIS.

Activities

Required Activities
All required activities must comply with the National Association of Pretrial Services (NAPSA) Pretrial Best Practice Standards.
Please check those that apply to your organization.
1) Intake/Enrollment
2) Referrals to additional programs and/or services
 3) Court reminder contacts
 4) New criminal activity checks
5) Provides supervision reports to the court.
6) Document supervision contact/case notes
7) Pretrial services must utilize the least restrictive means while working to promote court appearances and public safety.
8) Electronic monitoring is supported for the following: those charged with an OUIL III, victim cases, serious misdemeanors, and non-violent felonies scoring 6 or higher on the PRAXIS and/or a violent felony scoring 3 or higher on the PRAXIS.
 Other Activities
9) Does F23 utilize electronic monitoring supervision? Yes
 If Yes, select which one is utilized: *Both*
10) Does F23 utilize substance use testing/monitoring? No

Outputs

- 1) Number of defendants enrolled:
- 2) Number of court reminder calls:
- 3) Number of defendants with program rule/bond violations:
- 4) Number of Successful Terminations
- 5) Track all scheduled court appearances through case disposition
- 6) Track new criminal activity through case disposition

Key Performance Measurement (KPM)

Complete the following required measures:

- 1) Appearance Rate: 90.0% of OCC-funded defendants who attend all scheduled court appearances while enrolled in F23 pretrial supervision.
- 2) Public Safety Rate: 95.0% of OCC-funded defendants do not receive any new criminal charges while enrolled in F23 pretrial supervision.

Logic Model

Click [here](#) to generate logic model

Cognitive Group: C01-Thinking Matters

Cognitive Group

CCIS Code: C01 **Local Program Name:** *Thinking Matters* **New Initiative:** Yes No
Provider Name: *Key Development* **Program Location:** Jail Community
For Regional CCABs only, list all member counties that will use this program:

Livingston County

Input

Curriculum

- 1) Curriculum Name: *Thinking Matters*
- 2) Total number of sessions to complete the curriculum: 12

Staff

certify that staff members are certified and have been trained.

Participants

- 3) Projected Number of new Enrollments: 60
- 4) What is the target population?

Sentenced Felons

Delayed/Deferred Felons

5) Eligibility criteria: Enrollees must score probable to highly probable in at least 1 of the following: (Choose all that apply)

- a) COMPAS Criminogenic Needs Scales: *Substance Abuse, Cognitive Behavioral, Criminal Personality, Social Environment, Family Criminality, Social Isolation, Criminal Opportunity, Criminal Association*
- b) Gender Responsive Scales:
- c) Felony Probation Violator, regardless of COMPAS Score

Gender

All
Funding

Activities

Approved Activities:

- 1) *Group facilitation*
- 2) *Group check-in*
- 3) *Assignment of Homework*
- 4) *Review of homework*
- 5) *Reporting group attendance*

Outputs

- 1) Number of Groups Conducted
- 2) Number of Progress Reports
- 3) Number of Terminations
 - a) Successful
 - b) Unsuccessful
- 4) Number of groups attended per participant
 - a) ALOS to Complete

I acknowledge that I have read the above information and will comply.

Key Performance Measurement (KPM)

You may choose any of the following or provide another measurable performance indicator.

- Of those who successfully completed this program, % will obtain employment.
- Of those who successfully completed this program, % will not be convicted of a crime 3, 6, 12 months post completion.
- Of those who successfully completed this program, % will increase parenting time.
- Of those who successfully completed this program, 80% will increase their post-test score.
- Of those who successfully completed this program, % will maintain sobriety for 3, 6, 12 months.
- Other:

Logic Model

Click [here](#) to generate logic model

Proposal

Proposal

CCAB Name

Livingston County

Program	Program Code	Funding Request		
Group-Based Programs				
Education	B00	\$0.00		
Employment	B15	\$0.00		
Cognitive	C01	\$22,770.00		
Domestic Violence	C05	\$0.00		
Sex Offender	C06	\$0.00		
Outpatient Services	G18	\$3,300.00		
Sub-Total		\$26,070.00		
Supervision Programs				
Pretrial Supervision	F23	\$43,107.50		
Sub-Total		\$43,107.50		
Assessment Services				
Actuarial Assessment	I22	\$6,750.00		
Pretrial Assessment	F22	\$40,032.50		
Sub-Total		\$46,782.50		
Case Management	I24	\$0.00		
Substance Abuse Testing	G17	\$0.00		
Other	Z00	\$39,600.00		
5 Day Housing	Z02	\$0.00		
Program Total		\$155,560.00		
Administration				
Salary & Wages		\$28,473.42		
Contractual Services		\$0.00		
Equipment		\$0.00		
Supplies		\$500.00		
Travel		\$1,800.00		
Training		\$1,550.00		
Board Expenses		\$0.00		
Other		\$0.00		
Administration Total		\$32,323.42		
Total Funding Request		\$187,883.42		
	Reserved Funding	Approved Funding	Applied Admin %	Approved Admin %
			17.20	17.20

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Addition of 1.0 FTE Court Security Officer Position

WHEREAS, the Livingston County Board of Commissioners and the Livingston County Judges agree that safety of the public is paramount; and

WHEREAS, the Board of Commissioners approved resolution 2017-05-088 creating the Court Security Services Unit in 2017; and

WHEREAS, the number of security events have increased by 143% in 2025; and

WHEREAS, the demand for security at the courthouse continues to escalate, and to meet the growing demand an additional 1.0 FTE Court Security Office position is required; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes the addition of one (1) Full Time Court Security Officer position to the Courts.

Position #	Description	Group	Grade	FTE	Status
16800122	COURT SECURITY OFFICER	NU	5	1.00	A

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners authorizes any necessary budget amendment to effectuate the above.

#

**MOVED:
SECONDED:
CARRIED:**

Funding Org
10128100

	PROPOSED		PROPOSED	
	COURT SECURITY OFFICER		COURT SECURITY OFFICER	
	NU 5/1		NU 5/1	
	1.00		1.00	
	16800122		16800122	
	<u>Annual Cost</u>		<u>Partial Year Cost 7/1 - 12/31</u>	
Salary	\$	50,867	\$	25,434
FICA	\$	3,891	\$	1,946
Pension	\$	18,458	\$	-
Health	\$	12,366	\$	-
Workers Comp	\$	143	\$	71
Longevity				
Life	\$	122	\$	61
LTD	\$	140	\$	70
STD	\$	391	\$	196
RHC - Savings				
Total Costs	\$	86,379	\$	27,777



Department Director Deborah Shaw

Date 4/9/2026

Court Financial Officer Angnette Barber

Date 4/9/2026

Fiscal Services H. Boer

Date 4/9/26



LIVINGSTON COUNTY, MICHIGAN
LIVINGSTON COUNTY COURTS

204 S. Highlander Way, Howell, MI 48843
Phone 517.540.7570 Fax 517.548.9445

MEMORANDUM

To: Livingston County Board of Commissioners
From: Matthew J. McGivney, Chief Judge, 44th Circuit Court and 53rd District Court
Miriam A. Cavanaugh, Chief Judge of Probate Court
Date: May 4, 2026
Re: Resolution Authorizing the Addition of 1.0 FTE Court Security Officer Position

As Chief Judges of the Livingston County Courts, the protection of the public and court employees is an ongoing and primary concern. The Board of Commissioners share this concern and approved Resolution #2017-05-088 creating the Court Security Services Unit in 2017.

Today, security responsibilities have expanded greatly, including not only six courtrooms but five hearing rooms (Friend of the Court, Juvenile Court, and District Court Magistrate), district and juvenile probation office security incidents, interior and exterior perimeter security camera monitoring, in-custody transfers, high-profile case coverage, and jury trials. These demands are straining our current staffing capacity and threaten the safety and security of the public and court employees.

In February 2025, the Courts' temporary, part-time Court Security Officer (CSO) position was not renewed. To remain mindful of staffing levels and budget constraints, we spent 2025 evaluating security operations, tracking coverage gaps, documenting instances requiring assistance from the Livingston County Sheriff's Department, and assessing the impact on existing CSO staff and supervisors.

We continue to maintain a strong partnership with Sheriff Murphy. However, we are aware of his limited resources and need to protect the entire public. Continuing to provide this level of support to the courts will not be sustainable long term.

Despite efforts to prioritize coverage with existing resources, the Courts experienced a 143% increase in security incidents during 2025. The demand for security at the Judicial Center, Law Center and Brighton Court continues to escalate and we need to increase staffing now in an effort toward meeting safety demands. The security of our judges, staff, and community remains our highest priority.

If you have any questions regarding this matter, please contact me.



CONTACT INFORMATION

Requester: Deborah Shaw Title of Requester: Juvenile & Probate Court Administrator
Dept. Phone Number/Extension: 7739 Date Requested: 04/06/2026

POSITION INFORMATION

Position Title: Court Security Officer Supervisor: Steve Harvey

1. Is the purpose of this request to fill a position as a result of a vacancy? Yes [] No [X]

If so, name of person last holding this position: _____

2. Is the purpose of this request to reclassify a current position? Yes [] No [X]

3. Is the purpose of this request to change the scheduled hours of an existing position? Yes [] No [X] From: ___ To: ___

If so, name of current incumbent: _____

4. Is the purpose of this request to transfer a current position? Yes [] No [X]

If so, Current Department: _____ Proposed Department: _____

Position Type: Regular [X] Term/Grant [] Temp. [] Unpaid [] Special []

Position Status: Full Time (30+) [X] Part-Time (21-29) [] Part-Time (20 or Less) [] Number of hours per week: _____

Justification of request / change of position (REQUIRED): _____

The demand for security at the Judicial Center, Law Center and Brighton Court continues to escalate.

Increased staffing is necessary to meet the critical safety needs of the judiciary, employees and the public.

FUNDING INFORMATION

Base Annual Salary: \$50,877/yr./24.46 hr. This position is funded in whole or in part by a grant: Yes [] No [X] % Funded: _____

Allocation (Required): Current: Org. 10128100.70400 % 100 Proposed (If changing): Org. _____ % _____

Position will be funded by: General Fund [X] Enterprise Fund [] Special Revenue Fund [] Internal Service Fund []

REQUIRED APPROVALS

Supervisor (if applicable) _____ Date _____ Department Head: Deborah Shaw Date: 4/6/2026

HR OFFICE ONLY

Job Class: 4006 Job Title: Court Security Officer Grade/Step: NU5 / 1

FTE: 1.0 Employee Group: NU HR Reviewed: Amy Hill Date: 04.07.2026

BUDGET OFFICE ONLY

Position Control # _____ Org. 10128100

Funds Available: Yes [] No [] Object Code: 704000 [X] 706000 [] 706001 []

Comments: Requires BOC approval to add FTE

Will be using vacancy savings, but may request GF Contingency.

Budget Reviewed: _____ Date: _____

Resolution #: _____ Board Authorized on Date: _____