

Agenda
Tuscola County Board of Commissioners
Committee of the Whole Monday, June 8, 2020 – 8:00 A.M.
HH Purdy Building - 125 W. Lincoln, Caro, MI

RESIDENTS OF TUSCOLA COUNTY PLEASE TAKE NOTICE

Electronic Remote Access - In accordance with Michigan Governor's Executive Order 2020-75, will be implemented in response to COVID-19 social distancing requirements and Michigan Governor's Executive Order 2020-110

To participate in the Electronic Meeting you can join by phone:

+1 484-841-4715 PIN: 873 806 037#

Join by Hangouts Meet: meet.google.com/qvp-jvao-kfv

Finance/Technology

Committee Leaders-Commissioners Young and Jensen

Primary Finance/Technology

- 1. Community Corrections Grant Application Process – Dave Stevens, Community Corrections Coordinator - Thumb Area Regional Community Corrections (See A)**
- 2. MIDC 2020/2021 Cost Analysis Budget Review (See B)**
- 3. MIFSM Charges for Services – Update**
- 4. 9-1-1 Equipment End of Life Grant (See C)**

On-Going and Other Finance

Finance

1. Preparation of Multi-Year Financial Planning

Technology

1. GIS Update
2. Increasing On-Line Services/Updating Web Page

Personnel

Committee Leader-Commissioner Vaughan and Bardwell

Primary Personnel

- 1. County Moving Forward – Next Steps**
 - **Employee Pay**
 - **Employee Work Schedules**
 - **Meetings**

On-Going and Other Personnel

1. Strengthen and Streamline Year-End Open Enrollment
2. MAC 7th Meeting Updates

Building and Grounds

Committee Leaders-Commissioners Jensen and Grimshaw

Primary Building and Grounds

1. Building and Grounds Coverage for Mowing Properties
2. Vanderbilt Park Opening Under EO 2020-110

On-Going and Other Building and Grounds

1. State Police Lease
2. County Jail Study
3. ***Legislative Representation RFP Review – Board Tabled Until Meetings Are in Person***
4. Recycling Relocation Update
5. County Physical and Electronic Record Storage Needs – Potential Use of Recycling Pole Building

Other Business as Necessary

On-Going Other Business as Necessary

1. Board Rules of Order – Possible Revisions Within Six Months (1-13-20)
2. Policy Updates
3. Senate Bill 46

Public Comment Period



Program Description

Gatekeeper

A)

CCAB: THUMB	FY: 2021	<i>For OCC Use Only</i> Approved CCIS Code Approved Projected Enrollment: Budget Recommendation: Conditions: Coordinator:
Local Program Name: GATEKEEPER		
Service Provider: Tuscola County		
CCIS Service Type: 125 - Gatekeeper		
Total Projected Enrollment: 135		
Does this program also use DDJR funding? NO If YES, how many DDJR offenders projected?		
Program Status (new, modification, continuation): Continuation		
If a modification, describe here:		
List projected enrollment/release by member county: Tuscola County 135		

Gatekeeper is a necessary *process* or FUNCTION rather than a program as we typically think of it.

- If a majority of program referrals come from an outside source, Gatekeeper should not be requested.
- Gatekeeping includes initial screening for program eligibility (not assessment) such as determining if the offender meets established target and preliminary eligibility criteria and the subsequent referral and enrollment in programming as appropriate.
- Projections should be based on the total number of program referrals that will need to be screened for eligibility, referred, and entered into COMPAS Case Manager.
- Projections should also include an appropriate calculation of the Gatekeeper's time. The total amount of time spent per projected enrollee should balance with the requested funding amount. Gatekeeping services should be limited to one hour per enrollee.
- Subsequent data entry such as termination/discharge from programming is a function under administration.

ANSWER ALL QUESTIONS USING "NA" IF NOT APPLICABLE TO THIS PARTICULAR PROGRAM.

The form permits text, uses drop-down options, and permits additional text when a drop-down option with further instructions is selected. Some text entries where longer responses are anticipated permit carriage returns [press Enter] to create separate paragraphs.

1.
a. This service functions as a Gatekeeper for PA511 as well as non-PA511 programs.
b. What proportion of program referrals come from a source other than gatekeeping? All dispositions are screened by the Gatekeeper and referrals are processed into PA511 programming.
c. Describe the steps taken to determine offender eligibility for a program: Court dockets are checked weekly, including 7411 and HYTA cases to insure all dispositions are screened by the Gatekeeper. Once all of the needed documentation has been received, sought, gathered (BIR, Commitment Orders, Judgment of Sentences, Commitment to Jail, other court sentencing documentation, Probation Orders, COMPAS Bar Charts, etc.) they screen the paperwork to see what the offender risk/needs are, confirm eligibility criteria and then make the referral into the appropriate available programs. If further court



Program Description

Gatekeeper

<p>documentation is needed, they take the necessary steps to get such paperwork, working in coordination with the Probation Agents and/or Judges. Once the referral paperwork/packet is complete, the paperwork is then sent to the contracted service provider. The Gatekeeper when needed, helps the offender make contact with the service provider or helps the service provider track down the offender.</p>
<p>d. Estimate how long it takes to determine eligibility, make referrals and complete Case Manager/CCIS data entry for a new offender: 60 minutes For an established offender: 30 minutes</p>
<p>e. Do you meet with the offender to do the screening or work from referral documents? Explain: The Gatekeeper does not meet with the offenders as part of the referral or screening process and relies only on the referral documents.</p>
<p>f. What PA511 programs does this Gatekeeper screen/refer for? If all funding is approved for FY 2021, the following programs: 1. Thinking Matters Program, 2. Substance Abuse Program, 3. Employability Skills Program, 4. Opiate Specific Program, 5. Five Day Assessment Program, 6. DDJR/IOP Program.</p>
<p>g. What non-PA511 programs does this Gatekeeper screen/refer for? The following programs are available in the local community; Anger Management, Domestic Violence, Pain and Stress Management Groups, Peer Recovery Support Services, Grief Counseling, Trauma Recovery Group, Codependency Recovery Group, Medication Assisted Treatment, Drinking and Driving Safety, GED programs, Michigan Works, United Way and Local Veteran's Affairs Department.</p>
<p>h. What percentage of your requested CPS budget is in this line item? 0.01%</p>
<p>i. Review your answers above. Summarize other aspects of this service not specifically identified above that you feel are critical to understanding this function:</p>
<p>2. As Gatekeeping is not necessarily a "program", specific contributions toward the below objectives may not be obvious. Answer as appropriate.</p>
<p>a. Will this this program reduce prison commitments? YES</p>
<p>i. Clearly describe how this program will impact the PCR: This program, unlike other PA511 programs that actually have offender participations, impacts the PCR by being one of the vessels that allows there to be PA511 programming. Therefore, this program allows the proven PA511 programs to function as intended, resulting in a positive impact on PCR.</p>
<p>b. Is this program intended to impact recidivism? YES</p>
<p>i. Clearly describe how recidivism will be impacted: This program, unlike other PA511 programs that actually have offender participations, impacts recidivism by being one of the vessels that allows there to be PA511 programming. Therefore, this program allows the proven PA511 programs to operate, resulting in less recidivism for both technical violators and new sentence violators.</p>
<p>3. Develop additional performance indicators based on your program design as you deem appropriate. Contact your grant coordinator for assistance if necessary.</p>

Contractual Services

Contract 1	
Name of Provider:	Tuscola County
Services Provided:	Gatekeeping (screening and entering offender information in COMPAS)
Terms of Reimbursement:	Gatekeeping Program \$30.00 (with FICA) an hr x 1.0 x 135 projected enrollments = \$4050

Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
I25 - Gatekeeper Tuscola	4,050				4,050
					-
					-
					-
					-
					-
					-
					-
Sub - Total	4,050				4,050

Name of Provider:	Tuscola County				
Services Provided:	Gatekeeping (screening and entering offender information in COMPAS)				
Terms of Reimbursement:	Gatekeeping Program \$30.00 (with FICA) an hr x 1.0 x 135 projected enrollments = \$4050				
Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
Gatekeeper Tuscola	4,050				4,050
					-
					-
					-
					-
					-
Sub - Total	4,050				4,050

Contract 2

Name of Provider:	Tuscola County Sheriff's Department				
Services Provided:	5-Day housing for DDJR assessments				
Terms of Reimbursement:	\$43.50 per day for 5 days for those offenders who are referred to DDJR/IOP for treatment and complete treatment.				
Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
Tuscola 5 Day housing		1,088			1,088
					-
					-
					-
					-
Sub - Total		1,088			1,088

Contract 3

Name of Provider:	Lapeer County Health Department - AICC (Alcohol Information and Counseling Center)				
Services Provided:	Substance Abuse Program, Thinking Matters Program, DDJR/IOP Program				
Terms of Reimbursement:	Substance Abuse: Intake Assessments @ \$110 per participant, Group Sessions @ \$60 per participant per 3 hours groups, Individual Sessions @ \$70 per hour				
Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
Substance Abuse Thumb	45,992				45,992
Thinking Matters	6,822				6,822
Thinking Matters DDJR		4,256			4,256
Thumb DDJR/IOP		35,100			35,100
Substance Abuse Thumb DDJR		4,500			4,500
					-
					-
Sub - Total	52,814	43,856			96,670

Contract 4

Name of Provider:	List Psychological Services P.C.				
Services Provided:	Substance Abuse Program, Thinking Matters Program, DDJR/IOP Program				
Terms of Reimbursement:	Substance Abuse: Intake Assessments @ \$110 per participant, Group Sessions @ \$60 per participant per 3 hours groups, Individual Sessions @ \$70 per hour				
Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
Substance Abuse Tuscola	30,942				30,942
Thinking Matters	9,078				9,078
Thinking Matters DDJR		8,400			8,400
Thumb DDJR/IOP		4,500			4,500
Substance Abuse Tuscola DDJR					-
					-
Sub - Total	40,020	12,900			52,920

Contract 5

Name of Provider:	Lapeer County Sheriff's Department
Services Provided:	5-Day housing for DDJR assessments
Terms of Reimbursement:	\$43.50 per day for 5 days for those offenders who are referred to DDJR/IOP for treatment.

Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
- Thumb 5 Day housing		3,915			3,915
					-
					-
					-
					-
					-
Sub - Total		3,915			3,915

Contract 6

Name of Provider:	Career Directions Inc.
Services Provided:	Employability Skills Program
Terms of Reimbursement:	\$240 per module for first 3 participants (5 modules @ \$240 per module = \$1200). \$20 per module each additional participant (5 modules @ \$20 per module = \$100)

Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
- Employability Skills	6,750				6,750
- Employability Skills DDJR		1,350			1,350
					-
					-
					-
					-
Sub - Total	6,750	1,350			8,100

Contract 7

Name of Provider:	Tri Cap
Services Provided:	Opiate Specific Program
Terms of Reimbursement:	Intake Assessment @\$65, One on One Counseling @\$65 Max of 24 Weeks, Group Session @\$20 @ 3 Times a Week Max of 24 Weeks, Administration @ \$1

Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
- Opiate Specific Program	50,300				50,300
					-
					-
					-
					-
					-
Sub - Total	50,300				50,300

Contract 8

Name of Provider:	Sanilac County
Services Provided:	Gatekeeping (screening and entering offender information in COMPAS)
Terms of Reimbursement:	Gatekeeping Program \$27.74 (with FICA) an hr x 1.0 x 100 projected enrolments = \$2774.00

Funding Sources & Cost Allocation					
Program Code	CPS	DDJR	Local/Other	Fee Revenue	Totals
- Gatekeeper Sanilac	2,774				2,774
					-
					-
					-
					-
					-
Sub - Total	2,774				2,774

Contract 9

B)

MIDC COMPARISON FROM PREVIOUS YEAR BUDGET

DESCRIPTION	2019/2020 OCT -SEPT	2020/2021 OCT-SEPT	NET Difference
MIDC STATE GRANT	745,017.00	885,274.00	140,257.00
INTEREST EARNED	200.00	0.00	(200.00)
REIMB COURT APPT ATTORNEY FEES	1,000.00	0.00	(1,000.00)
TRANSFER IN GENERAL FUND	283,676.00	253,708.00	(29,968.00)
	1,029,893.00	1,138,982.00	109,089.00
			0.00
TOTAL REVENUES	1,029,893.00	1,138,982.00	109,089.00

SALARIES SUPERVISION	90,012.00	90,012.00	0.00
SALARIES PERMANENT	0.00	0.00	0.00
DISABILITY PLAN	983.00	983.00	0.00
SALARIES PT TEMP	22,157.00	22,157.00	0.00
SALARIES OVERTIME	0.00	0.00	0.00
WORKERS COMPENSATION	1,194.00	1,194.00	0.00
HEALTH & DENTAL INSURANCE	16,700.00	17,315.00	615.00
F.I.C.A.	8,581.00	8,581.00	0.00
LIFE INSURANCE	89.00	89.00	0.00
RETIREMENT	4,501.00	4,501.00	0.00
POB IN LIEU OF RETIREMENT	2,700.00	2,700.00	0.00
SUPPLIES, PRINTING, & POSTAGE	2,500.00	3,500.00	1,000.00
MIDC APPT COUNSEL FELONY	405,350.00	405,350.00	0.00
MIDC APPT COUNSEL MISDEMEANOR	330,375.00	330,375.00	0.00
CAPITAL HOURLY APPTS	150,000.00	150,000.00	0.00
MIDC APPT COUNSEL CAFA	28,600.00	28,600.00	0.00
INVESTIGATORS	8,750.00	0.00	(8,750.00)
EXPERT SERVICES	10,000.00	50,000.00	40,000.00
WITNESS FEES	10,000.00	0.00	(10,000.00)
MEMBERSHIP & SUBSCRIPTIONS	1,500.00	780.00	(720.00)
TELEPHONE	1,920.00	1,920.00	0.00
OFFICE EQUIPMENT	5,000.00	0.00	(5,000.00)
SPACE RENT	7,200.00	7,200.00	0.00
RENOVATION	0.00	0.00	0.00
TRAINING	13,734.00	13,725.00	(9.00)
	1,121,846.00	1,138,982.00	17,136.00
			0.00
TOTAL EXPENDITURES	1,121,846.00	1,138,982.00	17,136.00

Indigent Defense System Cost Analysis

Grant Year October 1, 2020 - September 2021

Funding Unit Name(s)

DATE SUBMITTED:

Personnel	Position	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Rahm W. Mormando	Managed Assigned Counsel Ac	1950 Hours @ \$46.16 Hr	90,012.00				
Amy Taylor	Admin Assistant	1300 Hours @ \$17.04 Hr	22,157.00				

Category Summary			112,169.00	0.00	0.00	0.00	0.00
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Personnel Justification - List all positions to be funded by the grant budget (state grant/local share). Please * highlight all positions that are new personnel requests for FY2021 and provide justification for need.

Fringe Benefits	Percentage	Amount	State Grant	Local Share	Sources	Total
FICA	7.65%	8,581.00				
Life Insurance	Flat Rate	89.00				
Retirement	8.00%	7,201.00				
Disability	Flat Rate	983.00				
Health and Dental Insurance	Flat Rate	17,315.00				
Workers Compensation	Flat Rate	1,194.00				

Category Summary	8.00%	35,363.00	0.00	0.00	0.00	0.00
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Fringe Benefits Justification

Contractual

Contracts for Attorneys	Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Misdemeanor Hourly Appointments	Indigent Defense Misdomeanc	\$100 per hr 3303.75 Hrs	330,375.00				
Felony Hourly Appointments	Indigent Defense Felony	\$110 Per hour 3685 Hrs	405,350.00				
Capital Hourly Appointments	Indigent Defense Capital	\$120 Par Hr 1250 Hrs	150,000.00				
Counsel at first appearance hourly	CAFA Hourly	100 Per hour, 286 Hours	28,600.00				

Category Summary 914,325.00 0.00 0.00 0.00 0.00

Contract Attorney Justification - list all possible rate scenarios for attorney contracts that apply (i.e. hourly, event based, annual contract paid monthly) and the type work whether generally indigent defense or specific like counsel at first appearance. Please * highlight rates or attorney line requests that are a change from your FY20 approved contract and contract rates.

Contracts for Experts and Investigators	Services Provided	Calculation hours and rate	Total	State Grant	Local Share	Other Funding Sources	Total
Various experts & Investigators	Various		50,000.00				

Category Summary 50,000.00 0.00 0.00 0.00 0.00

Experts and Investigators Justification - Provide explanation and justification if there are changes to the requested amounts for experts and investigators from the FY20 approved contract along with an explanation if requesting to adjust the rates from your FY20's approved contract rates. The first two budgets only allowed for \$10,000 for experts. Based on the caseload for Tuscola County this should have been \$50,000. There has also been an increase in requests for experts with my encouragement. There has been some success using private polygraph exams and other experts and as word has gotten out among the assigned attorneys they are requesting more services. As a result I am requesting the \$50,000 rather than the \$10,000. As of this submission we have used approximately \$15000 for the year, and expect a further increase over the rest of the year once the Court fully reopens.

Contracts for Construction Projects	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
None Required							

Category Summary 0.00 0.00 0.00 0.00 0.00

Construction Project Justification - Provide as much detail as possible for the requested construction project identifying the need for the construction project, the component costs if possible, whether an estimate or if you were provided a documented quote. Attach a separate document if needed. Please attach the quote to the submission of the application.

Contracts Other	Services Provided	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
Lease for Office	MIDC Office and cleaning	600 monthly x 12 months	7,200.00				
Phones	Cell and office phones	160 monthly x 12 months	1,920.00				

Category Summary 9,120.00 0.00 0.00 0.00 0.00

Contracts Other Justification - Provide justification for all other contract costs associated with the local indigent defense system with a * highlight to new request for FY21.

Equipment	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
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Category Summary 0.00 0.00 0.00 0.00 0.00

Equipment Justification - Provide justification for new equipment requests for FY21.

NOTE:

Training/Travel	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
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	\$13,725		13,725.00				
	CDAM	\$300 x 17	5,100.00				
	Hotels	\$125 per night x 2 nights x	4,250.00				
	Meals	\$30 x 3 meals x 17 attys	1,530.00				
	Mileage	178 Miles x \$.58 x 17 Attys	1,755.00				
	SADO Memberships	\$50 x 15 Attys	750.00				
	NAPD Memberships	\$30 x 17 Attys	510.00				

Category Summary 13,725.00 0.00 0.00 0.00 0.00

Training and Travel Justification - Provide travel and training justification and *highlight new or changed requests for FY21

Suggested rates for training registration would be \$30/hour; SADO membership is \$50/year; NAPD membership is \$30/year

These numbers were calculated based on the 2019 budget with an adjustment to the number of attorneys from 18 to 17. We are still trying to augment the list to 17. Also an adjustment to the mileage rate from .535 to .58. Additionally there are two attorneys who do not qualify for SADO membership currently because they have contracts as a City Attorney in one or more of the local communities. The total for training and travel is \$13,725.00. The mileage was calculated from the Tuscola County courthouse to the CDAM Conference in Boyne, MI.

Supplies/Services	Vendor	Calculation	Total	State Grant	Local Share	Other Funding Sources	Total
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Various Supplies	Various		3,500.00				
Zoom subscription	Zoom	\$65 per month	780.00				

Category Summary 4,280.00 0.00 0.00 0.00 0.00

Supplies Justification - Provide justification for supplies requests and *highlight new or changed requests for FY21.

There is an additional \$1000 for the year added over FY20 for supplies. This is due to the COVID-19 response and requirements for sanitizing the office after any visitors. The rest os for paper, toner, pens etc.

The Zoom subscription is to allow for interviews with individuals in custody remotely. In order to use Zoom with the system in the Tuzcola County jail there is an upgrade to Zoom that is required.

Budget Total 1,138,982.00 885,274.00 253,708.00 0.00 1,138,982.00

Submitter Information

Funding Unit(s)/System Name:

Tuscola County

Submitted By (include name, title, email address and phone number):

Rahm Mormando, Managed Assigned Counsel Administrator, rmormando@tuscolacounty.org, (989) 672-3799

Is this a FINAL SUBMISSION or DRAFT?

Date: 5/21/20

Signature: _____

Please identify the following points of contact (include name, title, email address and phone number):

Authorizing official who will sign the contract:

Clayette Zechmeister

Mailing address for authorizing signatory 125 Lincoln St.

Caro, MI 48723

Primary point of contact for implementation and reporting:

Rahm Mormando

Financial point of contact:

Rahm Mormando

Please identify any other person in the system who should receive communications from MIDC about compliance planning and reporting, including name, title, and email address:

Clayette Zechmeister

Delivery System Model

What type of indigent defense delivery system do you have in 2020? (indicate all that apply):

- Public Defender Office (county employees)
- Public Defender Office (non-profit/vendor model)
- Managed Assigned Counsel System

Name of MAC Attorney Manager and P#: **Rahm Mormando P78215**

- Assigned Counsel System
- Contract Defender System
- Other, please describe:

Are you planning to change the type of indigent defense delivery system uses?

- Yes
- No
- Unsure

If yes, what model do you plan to use in FY21?

Managed Assigned Counsel System

Standard 1

Training of Attorneys

Number of attorneys as of October 1, 2020 12

Please include in the cost analysis a list of all attorneys who accept adult criminal defense case assignments in your system, including conflict counsel and counsel for youths charged as adults.

Number of attorneys with less than 2 years of Michigan criminal defense experience as of October 1, 2020 0

Any changes in your training plan from FY20? Yes | No

Please describe your plan, including any changes:

We will continue to allow attorney to choose which CDAM or other training they can attend based on their schedule.

Any changes in your funding needs from FY20 for Standard 1? Yes | No

If yes, please describe:

Standard 2

Initial Client Interviews

How and when are defense attorneys notified of new assignments?

Attorneys are emailed a copy of the intake notes, notes from arraignment, complaint, and any other documents gathered for each defendant. The email is typically sent the same day as the arraignment, however on occasion it is the next morning.

How are you verifying that in-custody attorney client interviews occur within three business days?

I regularly check the jail sign in sheet. The jail requires that all visitors sign in and indicate which inmate they are there to see.

How are you verifying introductory communications from the attorney with defendants who are not in custody?

I do spot checks with the attorneys as well as talking to defendants either by phone or in person.

How are you compensating attorneys for initial interviews? Please provide details:

They are billing the hourly rate of \$100 if they are covering for counsel at first appearance. On the occasion that I assign an attorney prior to the arraignment, because of a past relationship etc, I have them bill it under the standard hourly rate. Typically though I am doing the initial interviews.

Any change in the initial interview procedure from your FY20 plan? Yes | No

Please describe your policy:

In custody meetings have been done in person, typically by me. However, at this time they are all being done by Zoom because of the COVID-19 policy with the jail. This may become the new standard depending on the jail policy. I am prepared to do this if needed.

Any change from your FY20 funding needs for initial interviews? Yes | No

Please explain:

Confidential Meeting Spaces

How many confidential meeting spaces are in the jail? 3

Please explain or describe:

There are three if we are allowed to meet in person again. However, if the COVID 19 safety policy remains in effect then there is only one.

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

How many confidential meeting spaces are in the courthouse for *in-custody* attorney-client meetings? 2

Please explain or describe: These are the same rooms that the MIDC grant paid for to be completed in the initial grant. They are the same ones that are used for out-of-custody.

How many confidential meeting spaces are in the courthouse for *out-of-custody* attorney-client meetings?

Please explain or describe:

Two. These are the same rooms that the MIDC grant paid for to be completed in the initial grant. They are the same ones that are used for in-custody.

Any change from the FY20 plan for meeting spaces? Yes | No

Please explain or describe:

Any change in FY20 funding needs for meeting spaces? Yes | No

Please explain or describe:

Standard 3

Experts and Investigators

Describe your policy for attorneys to request expert witness assistance:

If an attorney wants to use an expert or investigator they email me the information requesting the what they need. We discuss the needs, desired outcome and if they make their case for the need I approve by email.

Any change in the process from FY20? Yes | No

If yes, please explain:

Describe your policy for attorneys to request investigative assistance:

Any change in the process from FY20? Yes | No

If yes, please explain:

If an attorney wants to use an expert or investigator they email me the information requesting the what they need. We discuss the needs, desired outcome and if they make their case for the need I approve by email.

How are you tracking requests for experts and investigators by assigned counsel?

I have a tracking sheet (Excel) that I use along with saving the emails in the attorneys' files

Any change in your *funding needs* from FY20 for Standard 3? Yes | No

If yes, please explain:

The first two budgets only allowed for \$10,000 for experts. Based on the caseload for Tuscola County this should have been \$50,000. There has also been an increase in requests for experts with my encouragement. There has been some success using private polygraph exams and other experts and as word has gotten out among the assigned attorneys they are requesting more services. As a result I am requesting the \$50,000 rather than the \$10,000. As of this submission we have used approximately \$15000 for the year, and expect a further increase over the rest of the year once the Court fully reopens.

Standard 4

Counsel at First Appearance and Other Critical Stages

How are you providing counsel at first appearance and all arraignments in the District Court? And in the Circuit Court (if applicable)? Please provide details:

As the MAC I appear at the majority of arraignments. If I am unable to, I arrange for one of the assigned attorneys to appear. For Circuit Court Probation Violations I am typically notified of the hearing several days ahead, so I assign an attorney, typically the same one who handled the original case, and send notification of the assignment to the attorney and Court via email.

How are you providing counsel at all other critical stages? Please provide details:

Assigned attorneys are handling all critical stages of their assignments post-arraignment. In the event that they cannot appear they typically either ask for an adjournment or provide coverage by one of the other assigned attorneys.

How are you calculating compensation for Standard 4? Please provide details:

\$100 per hour for CAFA - 286 hours
\$100 per hour for Misdemeanors - 3303.75 Hours
\$110 per hour for Felonies - 3685 Hours
\$110 per hour for Capital - 1250 Hours

This is based on the caseloads for the County and the number of hours average per case type.

MIDC FY21 COMPLIANCE PLAN AND COST ANALYSIS RENEWAL

Do you have a prison in your County? How is counsel provided to people charged with crimes while incarcerated in the prison? Do you seek reimbursement for the cost of counsel from the Michigan Department of Corrections?

No.

Are there any misdemeanor cases where your court accepts pleas without the defendant appearing before a magistrate or a judge? For example, pleas by mail, over the counter pleas, etc. Yes | No

Please describe how counsel is offered under these circumstances:

The cases are scheduled for arraignment along with the normal scheduled arraignment docket. The person is given the choice to discuss the plea with me (or whoever is covering CAFA). If they choose to enter the plea they can at that time; if they choose to proceed with a not guilty plea and ask for an assigned attorney we proceed that way.

Will there be any change from FY20 in this process? Yes | No

If yes, please explain:

There may be some change because of the COVID 19 issues. The information may be provided to my office further in advance of the date so we can reach out to the defendant to discuss their options prior to the arraignment date. From their the process will likely remain the same.

Any change from FY20 in how you are paying attorneys for Standard 4? Yes | No

If yes, please explain:

Will there be any change from FY20 in your funding needs for this standard?

Yes | No

If yes, please explain:

Personnel

In the cost analysis please provide detail about all personnel employed by the funding unit. This should include DIRECT SERVICE PROVIDERS (Public Defender Chief, Deputy Chief, Assistant Defenders, and staff of the defender office employed by the system) as well as ANCILLARY STAFF (court clerks, sheriff employees, etc.)

For existing ANCILLARY STAFF are there any personnel positions/hours eliminated, reduced, or increased from FY20? Yes | No

If yes, please explain in cost analysis.

Any additional ANCILLARY STAFF positions/hours requested for FY21? Yes | No

If yes, please explain in cost analysis.

Any change from FY20 in fringe benefits? Yes | No

If yes, please explain in the cost analysis. This can include economics, cost of living increases, increased premiums, etc.

Supplies & Other

Please list any supplies or equipment requested, and provide a brief explanation of need or use in FY21.

Supplies: We need an increase in cleaning and sanitizing supplies depending on the COVID 19 response plan from the County. There are increased requirements for the County offices in this area.

Equipment:

No change

Case-related travel expenses (please include the system's policy for reimbursement):

No change

Reimbursement Costs for Creating Plan

An indigent criminal defense system may submit to the MIDC an estimate of the cost of developing a plan and cost analysis for implementing the plan under MCL 780.993(2). Please attach documentation of planning time for FY21, if seeking reimbursement under this provision.

Are you submitting a request for reimbursement of planning costs? Yes | No

If yes, do you have receipts showing that non-funding unit employees have been paid?

Yes | No

What is the amount you are seeking in reimbursement? \$0.00

Attachments Submitted

- ✓ Have you attached your FY21 cost analysis? Yes | No
- ✓ Did you include a list of the attorneys providing services with the cost analysis template? Yes | No
- ✓ If applicable, did you attach documentation supporting reimbursement for compliance planning? Yes | No

9-1-1

Tuscola County Central Dispatch

Sandra Nielsen, Director

To: Tuscola County Board of Commissioners
From: Sandra Nielsen, 9-1-1 Director
Date: June 2, 2020
Re: 9-1-1 Equipment End of Life Grant – State of Michigan

Background:

In 2015 Tuscola County 9-1-1 made an investment in 9-1-1 phone handling hardware and software. The vendor selected was the Intrado Viper 9-1-1 call handling system. The investment was made as part of the Great Lakes Bay 9-1-1 Consortium. A large portion of the Intrado Viper's hardware as well as related analytics software are end of life in 2021. This end of life will require replacement.

The State of Michigan has procured a federal grant to assist with the implementation of Next Generation 911 (NG911) statewide. Subgrant funding of CPE is being made available to local 9-1-1 Centers with the goal of maintaining continuity in services and seamless interoperability with neighboring 9-1-1 Centers. The intent of the federal grant is to assist 9-1-1 Centers with demonstrated financial and/or operational needs in the procurement of eligible hardware and software that's capable of processing NG911.

Although the needed analytics software and installation is not eligible in this grant application, the State of Michigan Grant will offset significant portions of the needed hardware.

Financial Considerations:

The total estimated cost of replacing a portion of the end of life hardware and software allowable under the grant is \$21,807. There is a 10% match required to receive the grant. If the State of Michigan approves the entire grant request, the total cost of the match is anticipated at \$2,180.70.

Tuscola County 9-1-1 Central Dispatch did not specifically budget funds in 2020 for the purpose of paying the 10% match. Tuscola County 9-1-1 Central Dispatch does have available fund balance to pay for the 10% match and intends to budget for the match in 2021.

Recommendation:

9-1-1 recommends the Board to authorize 9-1-1 to submit application to the State of Michigan for a grant match of up to \$2180.70; and seeks authorization for any necessary budget adjustments that are required for this project.

