
EATON COUNTY BOARD OF COMMISSIONERS

PUBLIC SAFETY COMMITTEE

Minutes of March 1, 2012

Present: Chairman Commissioner John Boles, Vice-Chairman Commissioner Jeremy Whittum, Commissioner Larry Brunette, Commissioner Wayne Ridge, Commissioner Mike Hosey

Absent: Commissioner Dale Barr, Commissioner Ben Colestock,

Also Present: Controller John Fuentes, Undersheriff Fred McPhail, Chief Deputy Brian Peacock, Director Steve Leese, Community Corrections Director Marie Douville, Connie Kapugia

The meeting was called to order at 4:00 p.m.

Pledge of Allegiance given by all.

Commissioner Hosey made a motion to accept the February 2, 2012 minutes as recorded. Commissioner Ridge seconded. MOTION CARRIED.

LIMITED PUBLIC COMMENT –

None given.

REIMBURSEMENT REPORT/ BOARDING UPDATE – Chief Deputy Peacock

Chief Deputy Peacock discussed the January 2012 Boarding Report. He advised that 29.7% and 25.1% of the amounts budgeted for Parole Violators and Diverted felons, respectively, have been collected. Total collected for Individual Accounts is 24.37% of the budget. Tether issues were discussed in reference to the contract for monitoring services and the procurement.

The average daily population for the month of January was 231 including an average of 44 from MDOC. He advised that Eaton County has been housing additional Kent County inmates due to construction damage at their facility.

OVERTIME REPORT UPDATE – Chief Deputy Peacock

Chief Deputy Peacock advised that overtime is currently trending favorably.

DEPARTMENT UPDATE – Undersheriff Fred McPhail

Undersheriff McPhail discussed a Meth lab explosion. The Sheriff's Office is seeking charges against the suspects.

In addition, Undersheriff McPhail discussed the recent fatal accidents in the County; one car/train in Delta Township and a three-car fatal at Sunfield Rd and Clinton Trail.

He also advised that many B & E's were solved over the last month.

COMMUNITY CORRECTIONS PROGRAM – Marie Douville

Ms. Douville discussed the different programs that are administered through Community Corrections and the grant funding the County received for these programs.

COPS Hiring Grant - Chief Deputy Peacock

Chief Deputy Peacock discussed the COPS Hiring Grant. He stated that the grant covers up to \$125,000 of the three-year cost for an entry-level deputy position. The requirements include that the new hire must be a veteran with 180 days of active duty service since 9/11/2001. The grant also requires a 25% match. Deadlines for submitting the application is March 22, 2012. Commissioner Whittum made a motion to forward the application for the COPS Grant to the Full Board. Commissioner Hosey seconded. MOTION CARRIED.

MISCELLANEOUS –

Discussion ensued regarding increasing collection efforts of released inmates by utilizing small claims judgments. Internal discussions continue in regard to collections with the courts.

Director Steve Leese advised that the draft legislation to force consolidation and eliminate one-hundred and fifty-nine 911 Centers has been withdrawn by the Bill's sponsor.

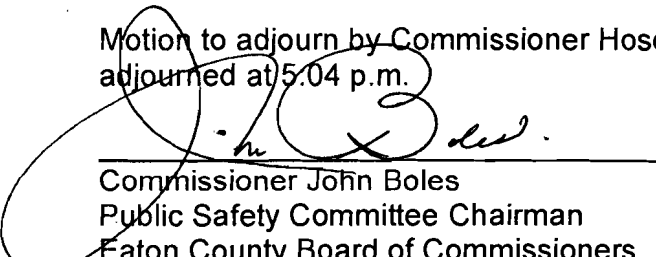
Response Time Report

Chief Deputy Peacock discussed how cuts in personnel over the years due to budget restrictions have played an important role of measuring response times. Road patrol has not seen cuts so response times are not greatly affected. Cuts to personnel have come from other areas of the Sheriff's Office.

LIMITED PUBLIC COMMENT –

Commissioner Boles advised that the County may be considering adopting a County-wide volunteer policy. Connie Kapugia indicated her willingness to assist with any specific volunteer ideas.

Motion to adjourn by Commissioner Hosey. Commissioner Ridge seconded. Meeting adjourned at 5:04 p.m.



Commissioner John Boles
Public Safety Committee Chairman
Eaton County Board of Commissioners

JAIL MILLAGE FUND - BOARDING

Fiscal Year
2011/2012

JANUARY 2012 2011

PAYEE	REVENUE CATEGORY	2011	2012	% OF 2011 COLLECTED	2011	2012	% OF 2011	
Prisoner Boarding Fund								
STATEWIDE/FED	Housing/Medical/Bus	\$0.00	\$0.00		\$0.00	\$0.00		
JACKSON COUNTY	Housing	\$0.00	\$0.00		\$0.00	\$0.00		
IMMIGRANT	Housing	\$0.00	\$0.00		\$0.00	\$0.00		
U.S. MARSHALS	Housing	\$0.00	\$0.00		\$0.00	\$0.00		
JAIL REDUCTION & COMM. TREATMENT PROGRAM	Housing	\$0.00	\$2,610.00		\$7,830.00	\$2,610.00	100%	
PAROLE VIOLATORS	MDOC HOUSING	\$305,000.00	\$90,510.00	29.7%	(\$33,470.00)	\$122,325.00	74%	
DIVERTED FELONS	MDOC HOUSING	\$310,000.00	\$77,755.00	25.1%	(\$76,735.00)	\$77,755.00	100%	
TOTAL BOARDING		\$615,000.00	\$170,375.00	27.7%	(\$102,975.00)	\$169,890.00	84%	

GENERAL FUND - OTHER

INDIVIDUALS	REVENUE CATEGORY	2011	2012	% OF 2011 COLLECTED	2011	2012	% OF 2011
	HOUSING	\$75,000.00	\$22,979.99	30.6%	(\$6,060.03)	\$311,660.00	7%
	OUIL IMPAIRED	\$25,000.00	\$4,189.00	16.8%	(\$12,433.00)	\$8,452.00	50%
	FALSE ALARMS	\$8,000.00	\$4,335.00	54.2%	\$5,005.00	\$2,575.00	168%
	ABAN. VEHICLES	\$8,200.00	\$6,573.00	80.2%	\$11,519.00	\$5,000.00	131%
	INMATE MEDICAL	\$19,000.00	\$1,239.18	6.5%	(\$15,282.46)	\$2,818.10	44%
	TETHER	\$50,000.00	\$6,391.00	12.8%	(\$30,827.00)	\$10,811.00	59%
TOTAL		\$185,200.00	\$45,707.17	24.7%	(\$38,078.49)	\$11,715.10	13%

JAIL COUNT SUMMARY

Feb-12

Day	Building Total	Eaton County Pop.	Female Inmates	Statewide	MDOC	Jackson	Housing Kent Co	Federal	% of Capacity Used by Eaton Cty Inmates
1	223	193	46	0	30	0	0	0	52%
2	217	188	36	0	29	0	0	0	50%
3	221	188	37	0	33	0	0	0	50%
4	232	196	40	0	36	0	0	0	52%
5	237	201	43	0	36	0	0	0	54%
6	222	185	44	0	37	0	0	0	49%
7	222	187	41	0	35	0	0	0	50%
8	209	175	37	0	34	0	0	0	47%
9	211	177	35	0	34	0	0	0	47%
10	220	167	36	0	44	0	9	0	45%
11	246	176	38	0	50	0	20	0	47%
12	255	185	40	0	50	0	20	0	49%
13	238	171	37	0	50	0	17	0	46%
14	232	163	35	0	55	0	14	0	44%
15	224	163	36	0	50	0	11	0	44%
16	235	170	41	0	53	0	12	0	45%
17	239	168	39	0	51	0	20	0	45%
18	254	180	40	0	54	0	20	0	48%
19	251	178	40	0	54	0	19	0	48%
20	249	175	41	0	55	0	19	0	47%
21	244	169	41	0	55	0	20	0	45%
22	228	165	39	0	45	0	18	0	44%
23	226	164	37	0	45	0	17	0	44%
24	240	174	39	0	47	0	19	0	47%
25	235	178	42	0	38	0	19	0	48%
26	245	180	43	0	46	0	19	0	48%
27	233	169	40	0	45	0	19	0	45%
28	214	161	38	0	35	0	18	0	43%
29	201	161	37	0	36	0	4	0	43%
30		0		0		0	0	0	0%
31		0		0		0	0	0	0%

TOTAL		1138	0	1262	0	334	0	0%
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Bldg Total		6703		
Avg/Day		231		
Eaton Cty. Total		5107		47%
Avg/Day		176	% of Capacity	
Housing Total		1262		
Avg/Day		44		
Female Total		1138		
Avg/Day		39		

2011/2012 Analysis of Sheriff Department Overtime by Division

Through pay end date 2/29/2012 9.5

Department	Year-to-Date Overtime	Payrolls	Estimated Per Payroll*	Total Payrolls	Projected	Budget	Variance
301	50,201.30	9.50	6,968.56	26.10	181,879.36	221,590.00	39,710.64
301 -Detective	8,594.32	9.50	978.35	26.10	25,534.92	20,469.00	(5,065.92)
302	41,318.98	9.50	5,296.73	26.10	138,244.78	157,976.00	19,731.22
303	49,564.45	9.50	4,480.47	26.10	116,940.23	122,108.00	5,167.77
303 -Detective	<u>19,265.77</u>	9.50	<u>2,027.98</u>	26.10	<u>52,930.17</u>	<u>28,572.00</u>	<u>(24,358.17)</u>
General Fund	<u>168,944.82</u>		<u>19,752.09</u>		<u>515,529.45</u>	<u>550,715.00</u>	<u>35,185.55</u>
Jail Millage II	11,891.20	9.50	2,356.97	26.10	61,516.88	102,501.00	40,984.12

Projections based on YTD data

* not including comp time payouts

2011/2012 Analysis of Sheriff Department Overtime by Division

Through pay end date		2/29/2012	9.5					
Department		Amended Budget	Y-T-D	% of Budget	% of Payroll Charged	Projected to end of year	Final Total	Variance
301.704	Regular	1,914,555.00	694,585.32	36.28%	36.40%	1,214,066.59	1,908,651.91	5,903.09
301.706	Overtime	221,590.00	50,201.30	22.66%			181,879.36	39,710.64
301.706.002	Detective OT	20,469.00	8,594.32	41.99%			25,534.92	(5,065.92)
302.704	Regular	1,631,311.00	591,807.91	36.28%	36.40%	1,034,106.45	1,625,914.36	5,396.64
302.706	Overtime	157,976.00	41,318.98	26.16%			138,244.78	19,731.22
303.704	Regular	1,877,053.00	672,149.27	35.81%	36.40%	1,193,723.99	1,865,873.26	11,179.74
303.706	Overtime	122,108.00	49,564.45	40.59%			116,940.23	5,167.77
303.706.002	Detective OT	28,572.00	19,265.77	67.43%			52,930.17	(24,358.17)
Total		5,973,634.00					5,915,968.99	57,665.01
Jail Millage Fund								
281.301	Regular	866,418.00	315,051.82	36.36%	36.40%	550,511.60	865,563.42	854.58
	Overtime	102,501.00	11,891.20	11.60%	36.40%		61,516.88	40,984.12

John Fuentes

From: Office of Community Oriented Policing Services (COPS)
[copsusdoj@service.govdelivery.com]
Sent: Wednesday, February 22, 2012 3:35 PM
To: John Fuentes
Subject: RE: 2012 COPS Hiring Program (CHP) Funding -- Application Update Period Beginning March 1st



U.S. DEPARTMENT OF JUSTICE
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES

145 N Street, NE, V

February 22, 2012

County of Eaton
1045 Independence Blvd
Charlotte, MI 48813
ORI Number: MI23123

RE: 2012 COPS Hiring Program (CHP) Funding -- Application Update Period Beginning March 1st

Dear Chairperson Forell:

The Office of Community Oriented Policing Services (COPS Office) is pleased to announce that it will soon open the application update period for the 2012 COPS Hiring Program (CHP). Approximately \$111 million will be available under fiscal year (FY) 2012 CHP for the award of grant funding directly to state, local, and tribal law enforcement agencies that have primary law enforcement authority to increase their community policing capacity, problem solving and crime prevention efforts through the hiring and rehiring of full-time sworn law enforcement officers.

Due to the limited funding that is available this year, only those applicants that submitted applications for funding under 2011 CHP will be considered for funding under 2012 CHP. Your agency submitted an application last year under 2011 CHP, but did not receive funding. Your application was placed in a "pending" status, and carried forward into FY 2012 in anticipation of additional hiring funds being made available. Next month, your agency will be invited to submit targeted

updates to your application so that your funding request can be evaluated in FY 2012 based on current data. Additional instructions about updating and submitting your application will be provided at that time.

Several important changes have been made to CHP this fiscal year. 2012 CHP grants will cover up to 75 percent of the approved entry-level salary and benefits for three years (36 months) for newly hired, full-time sworn officer positions (including filling existing unfunded vacancies) or for rehired officers who have been laid off, or are scheduled to be laid off on a specific future date, as a result of local budget cuts. A minimum 25 percent local cash match is therefore required this year. Under 2012 CHP, there is also a maximum federal contribution of \$125,000 per position over the three-year grant period. Another important change this year is that if your agency is awarded funding for a new hire, the newly hired officer must be a military veteran who served on active duty for a period of at least 180 days, any part of which occurred on or after September 11, 2001. Additional information about these changes and about updating your application are included with this letter.

In addition to the above-referenced changes, applicants must retain all sworn officer positions awarded under the CHP grant with state and/or local funds for a minimum of 12 months following the conclusion of the three-year grant period. Applicants must also use awarded CHP funding to supplement (increase) state, local, and/or Bureau of Indian Affairs funds that otherwise would have been dedicated to sworn officer positions in the absence of the grant.

The application update period will open at **9:00 AM EST on Thursday, March 1, 2012**, and you will have until **7:59 PM EDT on Thursday, March 22, 2012**, to submit your application updates. Your agency must submit an updated application by the deadline or it will be eliminated from consideration for 2012 CHP funding. We strongly encourage your agency to carefully review the program changes prior to updating your application. If your agency does not wish to be considered for FY 2012 CHP funding, you will be provided instructions on how to withdraw from consideration. Please note that 2012 CHP funding will be extremely competitive because of limited funding, and providing updates to your 2011 CHP application does not guarantee funding.

If you have any questions about updating your application, please contact the COPS Office Response Center at 1.800.421.6770, or by e-mail at CHP@usdoj.gov. The COPS Office may also contact your agency by e-mail, letter or telephone for additional information or clarification as necessary. It is anticipated that CHP awards will be made by September 30, 2012. We look forward to working with your agency during the CHP application process.

Sincerely,



Bernard K. Melekian
Director

Important Changes to the 2012 COPS Hiring Program

Maximum Federal Share and Local Match Requirement

Last fiscal year, the COPS Office's appropriations bill provided for 100% funding of approved entry-level salary and fringe benefit costs per officer position over a three-year period. There was no local match requirement and no cap on the amount of federal funding that could be requested per officer position.

In contrast, this fiscal year the COPS Office's appropriations bill established a local match requirement and a cap on the federal share. Under 2012 CHP, grantees may receive up to 75 percent of the approved entry-level salary and fringe benefit costs, with a minimum 25 percent local cash match requirement and maximum federal share of \$125,000 per officer position over the same three-year grant term. This requirement applies regardless of whether your agency is

requesting funding for new, full-time sworn officer positions, to rehire officers who have been laid off, or to rehire officers who are scheduled to be laid off on a specific future date as a result of local budget cuts. As in the past, CHP requires that each position awarded be retained with local funds for a minimum of 12 months at the conclusion of 36 months of federal funding for each position.

Your agency will have an opportunity during the application update process to request a waiver of the local match requirement based on documented severe fiscal distress. Funding for 2012 CHP is limited, and requests for local match waivers will be evaluated on a case-by-case basis.

Military Veterans

The COPS Office is committed to supporting military veterans. Please be advised that if your agency is awarded funding under the new hire category, your agency must hire a "military veteran who served on active duty for a period of at least 180 days, any part of which occurred beginning on or after September 11, 2001, to the present, and who has been discharged or released from active duty in the armed forces under honorable conditions." This new military veteran requirement only applies to officer positions awarded under the new hire category of 2012 CHP.

Additional details about these changes and other 2012 CHP requirements can be found in the program's Application Guide (instructions), which will be available to your agency on March 1st.

Preparing to Update your Application

The COPS Office wants to ensure that your agency has sufficient time to complete your CHP application once the solicitation opens. We strongly recommend that your agency begin preparations for your application at this time. To minimize delays in submitting your application, please take some time now to address the following:

- Visit the "Account Access" portion of the COPS web site at www.cops.usdoj.gov to determine if your agency currently has an active online account and/or how to create one. Please note that the COPS Agency Portal ("Account Access") has recently been modified. Answers to frequently asked questions regarding the COPS Agency Portal can be found at: <http://www.cops.usdoj.gov/Default.asp?Item=2566> or by contacting the COPS Response Center at 1.800.421.6770.
- If you do not remember your password or user name and need assistance with creating an account and/or system access, or you would like to verify your agency's correct ORI number, call 1.800.421.6770 between 9:00 AM and 5:00 PM EST, or e-mail askcopsrc@usdoj.gov.
- Once logged into "Account Access," your agency will be able to add additional user accounts and also update your agency contact and address information. Please take this time to ensure that your agency's Law Enforcement Executive, Government Executive, and point of contact information are current with our office.
- Prepare to identify one community policing problem your agency will address with the requested funding. Consider your current and planned community policing efforts and how they build community partnerships, complement other community initiatives, and lead to organizational transformation.
- Gather information necessary to update any budgetary items that may have changed since your application was submitted last year, such as current and projected entry-level officer salary and benefits.
- Prepare to update several categories of data that your agency provided in the application section devoted to the need for federal assistance, including layoff and furlough information, and unemployment rates.
- Determine if your agency can meet the local cash match and federal share requirements, or whether a waiver will be requested based on severe fiscal distress.

- Reference the CHP Application Guide. The guide will be available on the COPS website at <http://www.cops.usdoj.gov/Default.asp?Item=2367> and frequently asked questions are now available and can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2367>
- A Data Universal Numbering System (DUNS) number is required to submit applications for COPS funding. A DUNS number is a unique nine or thirteen-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. Please note that obtaining a DUNS number may take one to two business days. Visit www.dnb.com/us to obtain or verify your number.
- In addition to the DUNS number requirement, all applicants for federal financial assistance must be registered in the Central Contractor Registration (CCR) database **prior** to submitting an application. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. Applicants must maintain an active CCR registration with current information at all times during the grant application process and, if awarded, the grant award period. If you have an active CCR registration that is set to expire before September 30, 2012, you must renew your CCR registration before completing the application. Please note that the CCR verification process may take up to two weeks to complete. To register or to verify that your CCR registration has not expired, please visit www.ccr.gov
- You will be required to provide the unique Geographic Names Information System (GNIS) identification number assigned to your agency. The GNIS database is maintained by the U.S. Geological Survey, U.S. Department of the Interior. To look up your GNIS Feature ID, please visit their website at: <http://geonames.usgs.gov/domestic/index.html>.
- Applicants should note that all recipients of awards of \$25,000 or more under this solicitation, consistent with the Federal Funding Accountability and Transparency Act (FFATA), will be required to report award information on any first-tier subawards totaling \$25,000 or more, and, in certain cases, to report information on the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients. If applicable, the FFATA Subaward Reporting System (FSRS), accessible via the Internet at www.fsrs.gov, is the reporting tool recipients under this solicitation will use to capture and report subaward information and any executive compensation data required by FFATA. The subaward information entered in FSRS will then be displayed on www.USASpending.gov associated with the prime award, furthering Federal spending transparency.
- All applicants should note that all recipients, as a condition of receipt of federal assistance, must acknowledge and agree that they will not, on the ground of race, color, religion, national origin (which includes limited English proficiency), gender, disability or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. §3789d); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); Title II, Subtitle A of the Americans with Disabilities Act (ADA) (42 U.S.C. § 12101, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); and Department of Justice Non-Discrimination Regulations contained in Title 28, Parts 35 and 42 (subparts C, D, E, G, and I) of the Code of Federal Regulations.

Each applicant entity must ensure that it has the necessary processes and systems in place to comply with the applicable reporting requirements should it receive funding.

TO: Chief Deputy Peacock

CC: Captain Warder
Captain Kibiloski

FROM: Adm. Deputy Walker

DATE: 3/1/2012

RE: Discussion on Collection Procedure for Inmate Housing and Medical.

Per our recent conversation, it is my understanding that annually the Eaton County Sheriff's Office has approximately 1 million dollars year of unpaid inmate housing fees and medical expenses. These are the amounts left unpaid at the time the inmates are release from jail.

The current procedure for attempting to collect this money is that shortly after an inmate is released from jail, they are mailed a bill for the above items. That bill is sent to the inmates last known address. If the bill is returned to us for having an incorrect address the account is immediately sent to the collection agency. If the bill is not returned, we wait approximately 3 to 4 months, if there is no payment activity the account it is still sent to the collection agency.

In 2011 the collection agency collected a total of approximately \$32,000.00 which was approximately 4% of total amount outstanding. The County's share of that money collected was approximately \$21,000.00 or less than 3%of the total amount outstanding. The balance left between the \$32K actually collected and \$1 million actually due is left unpaid. This process continues year after year.

Make no mistake about it I realize collecting money from people who have been in jail is very difficult. One of the hardest parts is finding and keeping track of these people after they are released from jail. In many cases they do not have a permanent address or telephones. They move several times each year, sometimes even outside of the state. The longer the time lapse after they are released from jail the harder it gets to locate them.

Even after locating these people they are hard to collect money from. Many of these people do not have regular full-time jobs with pay checks. They do not have checking or savings accounts. They work part-time or on a temporary basis for cash.

The best way to collect money from these people is to start early before they are released from jail working with them to obtain a satisfactory resolution. Statistics show the longer you wait to start collecting, the lower your odds of ever collecting.

It is my belief that by working with our court system, using small claims court and existing Sheriff's Office staff, we can increase our collection rates. Attached is a simplified procedure outlining the basic steps that I feel could accomplish this goal.

Please contact me if you have any questions or if you wish to discuss this matter further.

Brian Peacock

From: Steve Kibiloski
Sent: Thursday, March 01, 2012 12:40 PM
To: Brian Peacock
Subject: Increasing collection review

The following is a list of ideas that could be used to increase the % of money collected from housing fees owed to the county by former inmates. The lists will be broken down into two parts, the first one being ideas that could be implemented without the need for increased duties on staff and the second list being one that would require extra man hours.

Budget neutral

1. Inmates quite often give false or old addresses and telephone numbers and without a way to verify this information the collection process is hampered because they cannot make contact. One thing that could be changed in the process is to have the billing department prepare a final bill for the inmate to be given to them by Correction staff at the time of release. The bill packet should also contain information about payments, consequences for failure to pay and an explanation of the fee discount procedures.
2. A fair amount of counties in the State of Michigan collect a percentage of all deposits made to an inmate account while they are incarcerated to go towards housing bills. To facilitate this process certain account managing systems such as Canteen Manager deduct the percentage automatically. At this time JMS accounts system does not have this option and the man hours involved in tracking all deposits, separating out those that are eligible and deducting the proper percentage would have to be done manually and probably cost prohibitive, a move to another accounting system would need to take place for this option to be feasible. Also a feasibility study would need to be done, at this time we have 47 sentenced inmates in the Eaton County Jail, of those inmates 23 do not get charged housing costs because of their Inmate Worker or Road Crew status.
3. An investigation could be done comparing and contrasting different collection agencies. Is the agency Eaton County is currently using bringing in the revenue that competitors could?

Revenue required

1. Funding a part time Collections agent with wages to be covered by generated debt collection.
2. File small claims petition against delinquent payees.
3. Place liens against property and vehicles.
4. Garnish wages
5. Make home visits to verify addresses.

Steve