

PUBLIC SAFETY COMMITTEE

8/10/2009

304 E. Grand River, Howell, MI

7:30 PM

AGENDA

- 1. CALL MEETING TO ORDER**
- 2. APPROVAL OF MINUTES**
Minutes of meeting dated July 13, 2009
- 3. APPROVAL OF AGENDA**
- 4. REPORTS**
- 5. CALL TO THE PUBLIC**
- 6. 911 CENTRAL DISPATCH**
 - A. RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO ENTER INTO THE 2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) REGION ONE HOMELAND SECURITY PLANNING BOARD EQUIPMENT/EXERCISING/PLANNING AGREEMENT - 911 Central Dispatch / Emergency Management / Public Safety Committee
 - B. RESOLUTION AUTHORIZING ISSUANCE OF A LETTER OF COMMITMENT AND PARTICIPATION IN THE FY-2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) CORE® TALON LAW ENFORCMENT INFORMATION SHARING PROJECT- 911 Central Dispatch / Emergency Management / Public Safety Committee
 - C. RESOLUTION AUTHORIZING FILLING THE VACANT EXEMPT ASSISTANT DIRECTOR POSITION, NAMING THE ASSISTANT DIRECTOR THE COUNTY EMERGENCY PROGRAM MANAGER, ELIMINATION OF THE EXEMPT OPERATIONS MANAGER AND CREATION OF A (NEW) FULL TIME EXEMPT SUPERVISOR - 911 Central Dispatch / Emergency Management / Public Safety Committee
- 7. FRIEND OF THE COURT**
 - A. RESOLUTION AUTHORIZING CONTRACT WITH THE STATE COURT ADMINISTRATIVE OFFICE FOR THE FY 2010 ACCESS AND VISITATION GRANT FOR THE FRIEND OF THE COURT - Friend of the Court / Circuit Court - Public Safety Committee
- 8. JAIL / SHERIFF**
 - A. RESOLUTION AUTHORIZING A CONTRACT WITH KEEFE COMMISSARY NETWORK FOR INMATE COMMISSARY SERVICES – Sheriff's Department - Public Safety Committee
 - B. RESOLUTION AUTHORIZING A CONTRACT WITH ARAMARK CORRECTIONAL SERVICES FOR INMATE FOOD SERVICE – Sheriff Department - Public Safety Committee
 - C. RESOLUTION AUTHORIZING A CONTRACT WITH ICSOLUTIONS ADVANCED TECHNOLOGY FOR INMATE TELEPHONE SERVICES – Sheriff Department - Public Safety Committee
 - D. RESOLUTUION TO ENTER INTO AN AGREEMENT TO PROVIDE

TEMPORARY ASSISTANCE TO WASHTENAW COUNTY JAIL FOR FOOD AND LAUNDRY SERVICE - Sheriff Department - Public Safety Committee

06A RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO ENTER INTO THE 2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) REGION ONE HOMELAND SECURITY PLANNING BOARD EQUIPMENT/EXERCISING/PLANNING AGREEMENT - 911 CENTRAL DISPATCH/EMERGENCY MANAGEMENT DEPARTMENT

06B RESOLUTION AUTHORIZING ISSUANCE OF A LETTER OF COMMITMENT AND PARTICIPATION IN THE FY-2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) CORE® TALON LAW ENFORCMENT INFORMATION SHARING PROJECT- 911 Central Dispatch / Emergency Management / Public Safety Committee

06C RESOLUTION AUTHORIZING FILLING THE VACANT EXEMPT ASSISTANT DIRECTOR POSITION, NAMING THE ASSISTANT DIRECTOR THE COUNTY EMERGENCY PROGRAM MANAGER, ELIMINATION OF THE EXEMPT OPERATIONS MANAGER AND CREATION OF A (NEW) FULL TIME EXEMPT SUPERVISOR

07A RESOLUTION AUTHORIZING CONTRACT WITH THE STATE COURT ADMINISTRATIVE OFFICE FOR THE FY 2010 ACCESS AND VISITATION GRANT FOR THE FRIEND OF THE COURT

08A RESOLUTION AUTHORIZING A CONTRACT WITH KEEFE COMMISSARY NETWORK FOR INMATE COMMISSARY SERVICES – Sheriff’s Department

08B RESOLUTION AUTHORIZING A CONTRACT WITH ARAMARK CORRECTIONAL SERVICES FOR INMATE FOOD SERVICE – Sheriff Department

08C RESOLUTION AUTHORIZING A CONTRACT WITH ICSOLUTIONS ADVANCED TECHNOLOGY FOR INMATE TELEPHONE SERVICES – Sheriff’s Department

08D RESOLUTION TO ENTER INTO AN AGREEMENT TO PROVIDE TEMPORARY ASSISTANCE TO WASHTENAW COUNTY JAIL FOR FOOD AND LAUNDRY SERVICE - Sheriff Department - Public Safety Committee

9. ADJOURNMENT

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING LIVINGSTON COUNTY TO ENTER INTO THE 2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) REGION ONE HOMELAND SECURITY PLANNING BOARD EQUIPMENT/EXERCISING/PLANNING AGREEMENT - 911 CENTRAL DISPATCH/EMERGENCY MANAGEMENT DEPARTMENT

WHEREAS, the Livingston County 911 Central Dispatch/Emergency Management Director is hereby requesting authorization for the chair of the Livingston County Board of Commissioners to sign and enter into the written 2007 HSGP Region I Board Equipment/Exercising/Planning Agreement with the city of Lansing and the Region One Homeland Security Planning Board; and

WHEREAS, this Agreement has been thoroughly reviewed by civil counsel without objects to the form or substance of the agreement; and

WHEREAS, the city of Lansing is the Region One Homeland Security Planning Board’s fiduciary for FY-2007 HSGP funds; and

WHEREAS, the city of Lansing and Region One Homeland Security Planning Board require jurisdictions within Region One to enter into the Agreement before equipment purchased with grant funds may be transferred to that jurisdiction; and

WHEREAS, the Agreement establishes required forms, terms and conditions for the agreeing parties consistent for use of FY-2007 HSGP funds as established by the state of Michigan.

THEREFORE, BE IT RESOLVED the chair of the Livingston County Board of Commissioners is authorized to sign the 2007 Homeland Security Grant Program Region I Board Equipment/Exercising/Planning Agreement.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING ISSUANCE OF A LETTER OF COMMITMENT AND PARTICIPATION IN THE FY-2007 HOMELAND SECURITY GRANT PROGRAM (HSGP) CORE® TALON LAW ENFORCMENT INFORMATION SHARING PROJECT - 911 CENTRAL DISPATCH/EMERGENCY MANAGEMENT DEPARTMENT

WHEREAS, the Livingston County 911 Central Dispatch/Emergency Management Director is hereby requesting authorization for the chair of the Livingston County Board of Commissioners to sign a letter of commitment to the Region One Homeland Security Planning Board’s Fiscal Agent for participation in the region’s Core® Talon law enforcement information sharing project; and

WHEREAS, the CORE® Talon project has been presented to the 9-1-1 Administrative Oversight Board in 2008; and

WHEREAS, the CORE® Talon project was approved by the Livingston County Local Planning Team, the Region One Homeland Security Planning Board and the state of Michigan as a regional project in 2009; and

WHEREAS, once completed the project will link records from the Livingston County Public Safety System with 465 police agencies in the state of Michigan currently using the system; and

WHEREAS, FY-2007 HSGP funds cover all project costs for the first three years, after which additional grant funds or participant fees will be required to maintain membership, software support and warranty at an annual cost of approximately \$8,000; and

WHEREAS, the city of Lansing and Region One Homeland Security Planning Board require participating region one jurisdictions to issue a letter of commitment before payment for their CORE® Talon linkage from FY-2007 HSGP grant funds will be authorized.

THEREFORE, BE IT RESOLVED the chair of the Livingston County Board of Commissioners is authorized to issue a letter of commitment for the CORE® Talon project to the Region One Homeland Security Planning Board’s fiscal agency.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING FILLING THE VACANT EXEMPT ASSISTANT DIRECTOR POSITION, NAMING THE ASSISTANT DIRECTOR THE COUNTY EMERGENCY PROGRAM MANAGER, ELIMINATION OF THE EXEMPT OPERATIONS MANAGER AND CREATION OF A (NEW) FULL TIME EXEMPT SUPERVISOR - 9-1-1 CENTRAL DISPATCH/ EMERGENCY MANAGEMENT / PUBLIC SAFETY

WHEREAS, Michigan Department of State Police Emergency Management and Homeland Security Division (MSP/EMHSD) no longer approves Emergency Management Performance Grant (EMPG) funds for Livingston County when the 9-1-1 Director is also the Emergency Program Manager; and

WHEREAS, EMPG payments to the County were stopped April 1st, 2009; and

WHEREAS, the aforementioned EMPG payments were to total \$33,000 in 2009; and

WHEREAS, the 9-1-1 Central Dispatch/Emergency Management Department has completed a self-review to maximize its effectiveness, determining it is in the best interests of the County to re-draft the assistant director's position description to include emergency program management; and

WHEREAS, implementation of the Livingston County Public Safety System (LCPSS) placed increasing system administration and quality control burdens on the department, which are best met by a supervisor; and

WHEREAS, the exempt operations manager position is vacant; and

WHEREAS, funding for these positions has been approved and is available in the 9-1-1 Central Dispatch/Emergency Management Department budget for 2009; and

WHEREAS, the County Human Resources Department has approved the revised assistant director position description; and

WHEREAS, the Personnel Committee has been briefed and verbally approved reorganization of the 9-1-1 Central Dispatch/Emergency Management Department

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners hereby establishes resolution approving the reorganization of the 9-1-1 Central Dispatch/Emergency Management Department to fill the vacant exempt assistant director position at existing pay scale with a qualified applicant pursuant to County policies, assign emergency program management to the assistant director, eliminate the vacant exempt operations manager position, create a new exempt supervisor position at existing pay scale and fill said position pursuant to County Policies.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING CONTRACT WITH THE STATE COURT ADMINISTRATIVE OFFICE FOR THE FY 2010 ACCESS AND VISITATION GRANT FOR THE FRIEND OF THE COURT - Friend of the Court / Circuit Court - Public Safety Committee

WHEREAS, the State Court Administrative Office is providing funds to counties, who have been approved through application, to receive an Access and Visitation Grant to assist Friends of the Court in providing better service to parents and children regarding visitation; and

WHEREAS, the Livingston County Friend of the Court is seeking approval for a grant amount of \$2,200 to use for enhancing visitation opportunities for parents for the year beginning October 1, 2009 and ending September 30, 2010; and

WHEREAS, per the requirements of the State Court Administrative Office, the Livingston County Friend of the Court is not required to provide a match; and

WHEREAS, it is desirable to participate in the Access and Visitation program because it helps foster the relationship between parents and their children in a positive manner; and

WHEREAS, it is necessary to submit an application to enter into a contract with the State Court Administrative Office to participate in the Access and Visitation Grant program.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners Authorizes submitting an application to enter into a contract with the State Court Administrative Office for the Friend of the Court FY 2010 Access and Visitation Grant program for the period beginning October 1, 2009 and ending September 30, 2010 with the grant amount being \$2,200.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners be authorized to sign the above Application, subsequent Grant Agreement and any future amendments for monetary and contractual language adjustments upon review by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT WITH KEEFE COMMISSARY NETWORK FOR INMATE COMMISSARY SERVICES – Sheriff’s Department – Purchasing Department

WHEREAS, Livingston County Sheriff’s Department has a need to provide commissary services for inmates while housed in the Livingston County Jail facility; and

WHEREAS, a competitive bid process was performed and the submitted proposals were reviewed by a committee consisting of members of the Sheriff’s Department, Administration Office and Purchasing; and

WHEREAS, Keefe Commissary Network of Strongsville, Ohio, submitted a proposal for Inmate Commissary Services that will provide a complete software suite to include inmate banking, commissary order entry software, and a booking level integration with OSSI – Sun Guard; and

WHEREAS, a Lobby Deposit Kiosk for deposits into an inmate’s account that accepts cash, credit or debit cards with the ability to deposit funds through an Electronic Services™ with SecureDeposits™ which utilizes a secure website, toll-free phone number or money orders will be installed and maintained by Keefe in the Jail Lobby, and;

WHEREAS, Livingston County will receive a 39% commission rate for scanning orders per option A, scanning process (see attached Commission Options) based on an adjusted gross sales which is less non-commission sales, such as postage, stamped envelopes, indigent items and other non-commission sales; and

WHEREAS, 11 Inmate POD Kiosks The Edge™ that offer the inmate to order commissary items, check account balance, view facility posted information, and view their calendar and request appointments at a 33% commission rate; and

WHEREAS, the Sheriff’s Department intends to tryout one inmate POD Kiosk to see if this process is cost-effective and streamline the process. Should it be determined that commissary sales increased with the inmate POD Kiosk to offset the reduced commission rate, the Sheriff’s Department wishes to implement the inmate POD Kiosks.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract for Inmate Commissary Services with Keefe Commissary Network of Strongsville, Ohio with a 39% commission rate for all net sales.

BE IT FURTHER RESOLVED THAT that the contract period be for a three (3) year period with the option to renew, at the County discretion, for an additional one (1) two (2)year period for a total not to exceed five (5) years.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon preparation by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT WITH ARAMARK CORRECTIONAL SERVICES FOR INMATE FOOD SERVICE – Sheriff Department / Purchasing Department

WHEREAS, the current food services contract with ARAMARK Correctional Services will expire on September 30, 2009; and

WHEREAS, Purchasing released a Request for Proposal for Inmate Food Service from which two (2) proposals were received and evaluated by a review committee that was formed consisting of staff members from the Sheriff’s Department, Administration Office, and Purchasing; and

WHEREAS, ARAMARK’s proposed pricing schedule per the Alternate Pricing Option: Yearly **Fixed** for each of three (3) years. (*Reference attached Tabulation and Fixed Price Analysis*)

- o First year per meal saving: .282%
- o Second year per meal savings: .225%
- o Third year per meal savings: .172%; and

WHEREAS, it was determined after careful consideration that ARAMARK Correctional Services met the qualifications and criteria deemed necessary to provide the Sheriff Department’s Food Service; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves entering into a contract with ARAMARK Correctional Services of Oak Brook, Illinois, to provide Inmate Food Service commencing on October 1, 2009 through September 30, 2012, with an option to renew the contract for an additional one 2-year period not to exceed a 5 year contract.

BE IT FURTHER RESOLVED that pricing may be renegotiated after the initial 3-year term of the contract period, however, any increases to the current price in effect will be limited to the Consumer Price Index, All Urban Consumers, Food Away from Home index as published by the US Department of Labor or 5% whichever is lower.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract or renewals upon preparation by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING A CONTRACT WITH ICSOLUTIONS ADVANCED TECHNOLOGY FOR INMATE TELEPHONE SERVICES – Sheriff’s Department / Purchasing Department

WHEREAS, Livingston County Sheriff’s Department has a need to provide telephone services for inmates while housed in the Livingston County Jail facility; and

WHEREAS, a competitive bid process was performed and the submitted proposals were reviewed by a committee consisting of members of the Sheriff’s Department, Administration and Purchasing; and

WHEREAS, ICSolutions Advanced Technology of San Jose, California, submitted a proposal for Inmate Telephone Services that will provide telephone services with a software solution that will enable the Sheriff’s Department to monitor, record, and store all telephone conversations within the Jail Facility; and

WHEREAS, Livingston County will receive 46% (1% increase) in commissions of all calls based on true Gross Revenue and an annual bonus of \$45,000 that will be paid each year of the initial contract and during any extension periods, reference Package C without Investigator™ PRO on Attachment “A”.

WHEREAS, the rates to be charged to the called party by Inmate Calling Solutions for all call types are indicted on attachment A; and

WHEREAS, in addition, the Sheriff’s Department will implement a debt calling solution which is projected to increase revenue by an additional 15%

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract for Inmate Telephone Services of San Jose, California for three (3) years with an option to renew for one (1) two (2) year period with telephone rates as indicted on Attachment A and revenue of 46% of all calls placed from the Jail Facility and an annual bonus of \$45,000 that will be paid each year of the initial contract and during any extension periods as indicted on attachment A, Package C without Investigator PRO.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract or renewals upon preparation by Civil Counsel.

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MOVED:

SECONDED:

CARRIED:

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING AN AGREEMENT WITH [NAME OF VENDOR] TO PROVIDE [TYPE OF SERVICE] SERVICES - [DEPARTMENT NAME]

WHEREAS, Livingston County has a need for [Description of Service]; and

WHEREAS, Livingston County currently pays a total amount of [\$] per year for these services; and

WHEREAS, the current contract will expire on [Date of Expiration]; and,

WHEREAS, in accordance with the County’s Purchasing Policy, a formal quoting process was performed and the submitted quotes were evaluated; and

WHEREAS, [Name of New Vendor] of [City, State], submitted a quote that will provide the [Description of Service] at the rate of [Detailed Rate Amounts \$] for the period of [Starting Date] through [Termination Date], with an option for a [#] year renewal; and

WHEREAS, funding for same is available through the [Department] Budget; and

WHEREAS, this Resolution has been recommended for approval by the [Name of Committee] Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into an agreement with [Name of New Vendor] for [Description of Service] at the rate of [Detailed Rate Amounts \$] for the period of [Starting Date] through [Termination Date], together with an option for a [#] year renewal for services described above.

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners be authorized to sign the above-referenced contract upon [preparation or approval as to form] by Civil Counsel.

BE IT FURTHER RESOLVED that, upon satisfactory performance of the contract, as determined by the County Administrator, the Board Chairperson be authorized to sign a [#] year renewal as [prepared or approved as to form] by Civil Counsel.

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MOVED:

RESOLUTION NO:

PAGE: 2

SECONDED:

CARRIED:

<http://sharepoint1/sites/Resolutions/Resolution Templates/Contract - Services.doc>