

Public Safety Committee

9/13/2010

304 E. Grand River Ave., Howell, MI

7:30 PM

AGENDA

1. **CALL MEETING TO ORDER**
2. **APPROVAL OF MINUTES**
Meeting Minutes dated: August 9, 2010
Closed Session Minutes dated: August 9, 2010
3. **APPROVAL OF AGENDA**
4. **REPORTS**
5. **CALL TO THE PUBLIC**
6. **DISCUSSION ITEMS**
SHERIFF - National Drug Take back Initiative
7. **RESOLUTIONS FOR CONSIDERATION:**

08 Sheriff
RESOLUTION AUTHORIZING THE SHERIFF DEPARTMENT AND THE COUNTY OF LIVINGSTON TO APPLY FOR AND ENTER INTO CONTRACT WITH THE STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING FOR FISCAL YEAR 2011 SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM GRANT.

09 Central Dispatch
RESOLUTION AUTHORIZING APPOINTMENT TO MID-MICHIGAN 9-1-1 CONSORTIUM BOARD AND APPROVAL OF BYLAWS – 9-1-1 CENTRAL DISPATCH / EMERGENCY MANAGEMENT / INFORMATION TECHNOLOGY / PUBLIC SAFETY COMMITTEE / FINANCE COMMITTEE / BOARD OF COMMISSIONERS

10. ADJOURNMENT

MEETING MINUTES

LIVINGSTON COUNTY

AUGUST 9, 2010 – 7:30 P.M.

ADMINISTRATION BUILDING – CONFERENCE ROOM 4
304 E. Grand River Avenue, Howell, MI 48843

PUBLIC SAFETY

DAVID DOMAS **JACK LA BELLE** **JIM MANTEY** **RON VAN HOUTEN**

OTHERS: SHERIFF BEZOTTE LT. LYNCH MELISSA SCHARRER
 LT. CREMONTE DON ARBIC BRUCE POLLACK
 LT. SANBORN BILL NEWHOUSE COMM. MAGGIE JONES

1. **CALL TO ORDER:** Meeting called to order by: **COMM. DAVE DOMAS** at 7:45 p.m.

2. **APPROVAL OF MINUTES:** **MINUTES OF MEETING DATED JULY 26, 2010:**

MOTION TO APPROVE THE MINUTES, AS PRESENTED.
MOVED BY: **MANTEY** / SECONDED BY: **VAN HOUTEN**
ALL IN FAVOR - MOTION PASSED

3. **APPROVAL OF AGENDA:**

MOTION TO APPROVE THE AGENDA, AS PRESENTED.
MOVED BY: **VAN HOUTEN** / SECONDED BY: **MANTEY**
ALL IN FAVOR - MOTION PASSED

4. **REPORTS:** Comm. Mantey updated Members on a recent EMS - AED Demonstration

5. **CALL TO THE PUBLIC:** None.

6. **RESOLUTIONS FOR CONSIDERATION.**

7. **SHERIFF: RESOLUTION AUTHORIZING THE SHERIFF DEPARTMENT AND THE COUNTY OF LIVINGSTON TO APPLY FOR AND ENTER INTO CONTRACT WITH STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING FOR FY 2011 "DRIVE MICHIGAN SAFELY TASK FORCE" HIGHWAY SAFETY GRANT**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
ALL IN FAVOR - MOTION PASSED**

8. **FRIEND of the COURT: RESOLUTION APPROVING THE RECLASSIFICATION OF THE TEMPORARY PART-TIME CONCILIATOR POSITION AT THE FRIEND OF THE COURT TO PERMANENT PART-TIME AT 20 HOURS PER WEEK**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

9. **CIRCUIT COURT: RESOLUTION APPROVING THE FILLING OF A VACANT GRANT AND SPECIALTY COURT ADMINISTRATOR POSITION WITHIN THE CIRCUIT COURT**

**RECOMMEND MOTION TO: FINANCE
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

10. **CIRCUIT COURT: RESOLUTION AUTHORIZING A SERVICES CONTRACT BETWEEN NEW HOPE COUNSELING AND THE 44TH CIRCUIT COURT**

**RECOMMEND MOTION TO FINANCE, WITH CIRCUIT COURT SUBMITTING A REPORT TO THE BOARD EVIDENCING SUCCESS RATE OF PROGRAM AND PROGRESS OF PARTICIPANTS AFTER COMPLETION OF SAME.
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

11. **CIRCUIT COURT: RESOLUTION AUTHORIZING A SERVICES CONTRACT BETWEEN LIVINGSTON COUNTY CATHOLIC CHARITIES AND THE 44TH CIRCUIT COURT**

**RECOMMEND MOTION TO FINANCE, WITH CIRCUIT COURT SUBMITTING A REPORT TO THE BOARD EVIDENCING SUCCESS RATE OF PROGRAM AND PROGRESS OF PARTICIPANTS AFTER COMPLETION OF SAME.
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED**

12. CIRCUIT COURT: RESOLUTION AUTHORIZING A SERVICES CONTRACT FOR IN-HOME COUNSELING SERVICES BETWEEN FIVE COUNSELING AGENCIES AND THE 44TH CIRCUIT COURT

RECOMMEND MOTION TO: FINANCE
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
ALL IN FAVOR - MOTION PASSED

13. CIRCUIT COURT: RESOLUTION AUTHORIZING SERVICES CONTRACT BETWEEN HARTLAND COMMUNITY EDUCATION AND THE 44TH CIRCUIT COURT

RECOMMEND MOTION TO: FINANCE
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED

14. CIRCUIT COURT: RESOLUTION ADOPTING THE 2011 LIVINGSTON COUNTY COMMUNITY CORRECTIONS PLAN

MOTION TO REFER RESOLUTION TO THE FINANCE COMMITTEE PENDING SUBMISSION AND REVIEW OF PLAN BY COMMISSIONERS.
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED

15. CENTRAL DISPATCH: RESOLUTION AUTHORIZING ACCEPTANCE OF THE STATE OF MICHIGAN 2009 CITIZEN CORP PROGRAM GRANT AND HOMELAND SECURITY GRANT PROGRAM FUNDS THROUGH THE REGION ONE HOMELAND SECURITY PLANNING BOARD'S FIDUCIARY, CITY OF LANSING

RECOMMEND MOTION TO: FINANCE
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
ALL IN FAVOR - MOTION PASSED

[COMMISSIONER LA BELLE JOINED MEETING AT 8:30 P.M.]

16. CENTRAL DISPATCH: RESOLUTION AUTHORIZING SUPPORT OF THE LIVINGSTON COUNTY SPECIALIZED RESPONSE TEAM

RECOMMEND MOTION TO: FINANCE
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
ALL IN FAVOR - MOTION PASSED

17. CENTRAL DISPATCH: RESOLUTION AUTHORIZING REPLACEMENT, REFURBISHMENT AND REDEPLOYMENT OF PUBLIC SAFETY MOBILE COMPUTERS

RECOMMEND MOTION TO: FINANCE
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
ALL IN FAVOR - MOTION PASSED

18. CLOSED SESSION: LEGAL OPINION.

MOTION TO RECESS TO CLOSED SESSION AT 8:40 PM
MOVED BY: VAN HOUTEN / SECONDED BY: MANTEY
YEAS: DOMAS; LA BELLE; MANTEY; VAN HOUTEN; JONES
NAYS: 0; ABSENT: 0
ALL IN FAVOR - MOTION PASSED

MOTION TO RETURN TO OPEN SESSION AT 8:55 PM
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED

19. ADJOURNMENT:

MOTION TO ADJOURN AT 8:55 PM
MOVED BY: MANTEY / SECONDED BY: VAN HOUTEN
ALL IN FAVOR - MOTION PASSED

Respectfully Submitted

CINDY MENDOZA
RECORDING SECRETARY

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING THE SHERIFF DEPARTMENT AND THE COUNTY OF LIVINGSTON TO APPLY FOR AND ENTER INTO CONTRACT WITH THE STATE OF MICHIGAN, OFFICE OF HIGHWAY SAFETY PLANNING FOR FISCAL YEAR 2011 SECONDARY ROAD PATROL AND TRAFFIC ACCIDENT PREVENTION PROGRAM GRANT.

WHEREAS, the Livingston County Sheriffs' Department wishes to continue the operation of the Secondary Road Patrol and Traffic Accident Prevention Program for state fiscal year 2011; and

WHEREAS, the County of Livingston will be receiving up to \$103,200.00 in reimbursement funds from the State of Michigan, Office of Highway Safety Planning for participation in the 2011 Secondary Road Patrol and Accident Prevention Program; and

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of application to enter into a contract with the State of Michigan, Office of Highway Safety Planning wherein Livingston County will receive a maximum of \$103,200.00 in State reimbursement funds effective October 1, 2010 through September 30, 2011; and

BE IT FURTHER RESOLVED that the Chairman of the Livingston County Board of Commissioners be authorized to sign the above referenced application and any other related contract documents that may be required upon review and approval of civil counsel.

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LIVINGSTON COUNTY SHERIFF DEPARTMENT

**150 S. Highlander Way
Howell, Michigan 48843-2323
(517) 546-2440 ext. 7983**

djakrzewskj@co.livingston.mi.us

DATE: August 22, 2010

TO: Livingston County Board of Commissioners

FROM: Lt. Don Jakrzewski

RE: 2011 Secondary Road Patrol Grant offered by the State of Michigan Office of Highway Safety Planning

Livingston County Sheriff Department has been invited to participate in the State of Michigan, Office of Highway Safety Planning Secondary Road Patrol and Accident Prevention Program grant for State fiscal year 2011.

The State of Michigan, Office of Highway Safety Planning has offered Livingston County Sheriff Department up to \$103,200.00 in state reimbursement funds for participation in the program.

The main purpose of the program is to increase traffic enforcement on secondary roads within Livingston County thereby reducing the number of traffic accidents. The Livingston County Sheriff Department has participated in the Secondary Road Patrol and Accident Prevention Program for a number of years in the past. I am requesting that the Board of Commissioners support the submission of the application and enter into contract with the State of Michigan, Office of Highway Safety Planning for fiscal year 2011. Your support will allow the Sheriff Department to continue a vital service to our County.

RESOLUTION

NO:

LIVINGSTON COUNTY

DATE:

RESOLUTION AUTHORIZING APPOINTMENT TO MID-MICHIGAN 9-1-1 CONSORTIUM BOARD AND APPROVAL OF BYLAWS – 9-1-1 CENTRAL DISPATCH / EMERGENCY MANAGEMENT / INFORMATION TECHNOLOGY / PUBLIC SAFETY COMMITTEE / FINANCE COMMITTEE / BOARD OF COMMISSIONERS

WHEREAS, July 06, 2010, the Livingston County Board of Commissioners approved Resolution 2010-07-208 authorizing Livingston County to sign an intergovernmental agreement with the Counties of Eaton, Ingham and Clinton to form and operate the Mid-Michigan 9-1-1 Consortium; and,

WHEREAS, the purpose of the Mid-Michigan 9-1-1 Consortium is to jointly purchase and operate E9-1-1 equipment; and,

WHEREAS, the aforementioned intergovernmental agreement requires the boards of commissioners of the participating counties to appoint their respective information technology and 9-1-1 directors as members to the Mid-Michigan 9-1-1 Consortium Board and approve that board's bylaws; and,

WHEREAS, the intergovernmental agreement and bylaws have been reviewed and approved by County Civil Counsel.

THEREFORE, BE IT RESOLVED the Livingston County Board of Commissioners hereby appoints the Directors of its Information Technology and 9-1-1 Central Dispatch/Emergency Management Departments to seats on the Mid-Michigan 9-1-1 Consortium Board.

BE IT FURTHER RESOLVED the Livingston County Board of Commissioners hereby approves the Mid-Michigan 9-1-1 Consortium Bylaws as reviewed and approved by County Civil Counsel.

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MOVED:
SECONDED:
CARRIED:

BYLAWS
of the
MID-MICHIGAN 911 CONSORTIUM BOARD

I.

PURPOSE, LEGAL BASIS & TERMS

In order to promote regional consolidation and collaboration among the counties in the mid-Michigan area, the counties of Clinton, Eaton, Ingham and Livingston originally, and possibly joined by others later, (“Counties”) have approved an Intergovernmental Agreement (“Enabling Agreement”) creating the Mid-Michigan 911 Consortium (“911 Consortium”). The Enabling Agreement’s Section V.A creates a Consortum Board (“Board”) and Section V.C authorizes Bylaws (“Bylaws”) to give further definition to the procedures under which the Board will operate, provided those Bylaws do not deviate or violate the provisions of the Enabling Agreement. Therefore, all terms used in these Bylaws shall have the definitions described in the Enabling Agreement. If there is any conflict between these Bylaws, on one hand, and Michigan law or the Enabling Agreement on the other, Michigan law and/or the Enabling Agreement shall control.

1. COMPOSITION

- A. Each County Board of Commissioners of each County that is a member of the 911 Consortium shall appoint its County 911 Director and its IT Director to serve on this 911 Consortium Board. Each 911 Consortium Board member shall have the right to assign a designated alternate to appear on his or her behalf at 911 Consortium Board meetings, and such alternate shall carry the right to vote on behalf of the 911 Consortium Board member. To exercise this option, the appointing entity must advise the Board’s Chairperson in writing of the alternate’s appointment. Unless such a written notification of appointment is on file with the Board, the Chairperson will not recognize the standing of the alternate at a Board meeting.
- B. Until the City of Lansing’s and the City of East Lansing’s 911 operations are fully integrated into Ingham County’s 911 Dispatch operations, the City of Lansing and City of East Lansing shall have each the right to two (2) *ex officio* representatives of its choosing on the 911 Consortium Board. When the 911 operations of the City of East Lansing or City of Lansing are integrated into Ingham County’s 911 Dispatch Operations, then the *ex officio* representatives of such Cities shall be dropped from the 911 Consortium Board.
- C. The members of the Board shall serve for indefinite terms commencing on the date of their appointment; and shall automatically terminate upon the member ceasing to hold the County 911 Director and its IT Director of the appointing County. Each member may be removed from the Board by a majority vote of the appointing

County Board of Commissioners, or in the case of Cities, a majority of the appointing City Council.

- D. Vacancies occurring on the Board for County members serving indefinite terms shall be filled by the individual who succeeds to the respective County 911 Director and IT Director positions.

2. POWERS

The 911 Consortium Board shall have the authority to commit retainer funds to the extent authorized by the respective Board of Commissioners, and shall not have the authority to commit the 911 Consortium to funds beyond those in the retainer and shall not otherwise bind the individual member Counties through contract or common law obligation. A mutual commitment of funds beyond those in the retainer may also be authorized if approved by each County's Board of Commissioners.

3. MEETINGS

3.1 Organizational Meeting

The first meeting in each calendar year shall be the organizational meeting. At each such meeting, the previous Board Chairperson if he or she is still a member of the Board or another member if there is no former Chair, shall initially preside ("Presiding Chair"). The organizational meeting shall be held within sixty (60) days of New Year's Day, at the call of the Presiding Chair.

The first item of business shall be election of the Board Chairperson and then the Vice-chairperson. The Presiding Chair shall call for nominations for the office of Chairperson and when nominations are closed by majority vote or no other nominations are forthcoming, the Presiding Chair shall call for a roll call vote. When one nominee receives a majority of the votes of the members elected and serving, the nominee shall be declared Board Chairperson.

The newly elected Chairperson shall assume the role of "Chairperson" and proceed with the election to the Vice-chairperson, which shall be conducted by roll call vote.

All officers shall be members of the Board.

3.2 Regular Meetings

At its first meeting in each calendar year, the Board shall establish its meetings schedule, including meeting times of regular meetings for the balance of the year and the organizational meeting for the succeeding year.

3.3 Special Meetings

The Board shall meet in special meetings upon the call of its Chairperson or by the written request of three (3) members. Notice shall be given as provided in Section 5.3 of these Bylaws.

3.4 Emergency Meetings

Emergency meetings of the Board may be held only with the approval of two-thirds (2/3's) of the members of the Board and only if delay would pose a severe and/or imminent danger to the health, safety, and welfare of the public. A meeting is defined as an emergency meeting only if it must be held before public notice as provided in Bylaw 5.3 can be given.

3.5 Place of Meetings

The Organization meeting of the Board shall be at one of the Counties' facilities. Other meetings shall be held at locations set by the Board and posted in the County where the meeting is to be held in accordance with the requirements of the Open Meetings Act and these Bylaws. Whenever the regular meeting place appears inadequate for members of the public to attend, the Chairperson may change the meeting location to a larger facility. A notice of such change shall be prominently posted on the door of the initially scheduled meeting place.

3.6 Time of Regular Meetings

The time of regular meetings shall be stated in the regular schedule of meetings adopted under Bylaw 4.2.

3.7 Change in Schedule

Change in the regular meeting schedule shall not be made except upon the approval of a majority of the members.

4. PUBLIC NOTICE OF MEETINGS

The Chairperson shall provide for the proper notice for all meetings of the Board. Such notice shall include, but not necessarily be limited to, the following:

4.1 Regular Meetings

Posting a notice, compliant with Michigan's Open Meetings Act, at the facility at which the meeting will be held within 10 days before the meeting, and after the first meeting of the Board, at the County building for each County in the 911 Consortium, noting the regular meeting dates, times and locations of the Board's regularly scheduled meeting.

4.2 Schedule Change

Whenever the Board shall change its schedule of regular meetings, a notice of the change will be posted within three (3) days following the meeting in which the change was made.

4.3 Special and Emergency Meetings

If the Board schedules a special meeting under Bylaw 4.3 or an emergency meeting under Bylaw 4.4, the Board Chairperson, in a manner compliant with the Open Meetings Act, shall have posted notice of such meeting immediately. No meeting, except emergency meetings, shall be held until such notice shall have been posted at least eighteen (18) hours. Board members shall be notified by written, telephonic and/or electronic communication of such a meeting.

5. QUORUM & ATTENDANCE

5.1 Quorum

A majority of members of the Board, appointed and serving shall constitute a quorum for the transaction of ordinary business of the Board.

5.2 Lack of Quorum

In the event the Board shall meet and a quorum is not present, the Board, with the approval of those present, may adjourn the meeting to a later day and time provided that proper notice to members and the public is given. The Board may also entertain business on the same basis as an *ad hoc* advisory committee, but may not make decisions binding on the 911 Consortium unless a quorum is present.

5.3 Telephonic/Interactive Video Attendance

The Chairperson may approve in advance of the meeting, the telephonic or interactive video attendance of Board members.

6. AGENDA FOR MEETINGS

6.1 Agenda Preparation Responsibility

The Board Chairperson, after first reviewing pending matters and requests, shall prepare a draft of the agenda of business for all Board and committee meetings. Matters on the agenda and not yet acted upon at the time of adjournment will be placed on the agenda of the next regular meeting or special meeting if one is called. The Chairperson of the Board shall

review and add or delete items, as he or she considers proper. The Chairperson of the respective committee may also add or delete items assigned to their committee, as he or she considers proper. Unanticipated agenda items that require discussion or decisions may be covered under the “Other Business” agenda reference. It is each member’s responsibility to attend the meeting to understand other business items that may be covered.

6.2 Distribution of Regular Board Agenda and Materials

Upon completion of the agenda for a regular Board meeting, the Board Chairperson shall have distributed to members copies of the agenda, together with copies of reports, explanations, etc. which shall relate to matters of business contained within the agenda. Unless extenuating circumstances arise, the agenda and related materials shall be sent to each Board member at the address each has provided, at least five (5) calendar days prior to any regular meeting.

6.3 Distribution of Committee Meeting Agendas

A committee agenda must be e-mailed or faxed to committee members at least twenty-four (24) hours before the scheduled committee meeting in draft form. Agenda items may be added the day of the meeting. There may be extenuating circumstances where it is not possible to distribute the agenda in advance of the meeting.

6.4 Order of Business

Generally, Board meetings should adhere to the following order of business, although the Board may deviate from this order if approved by a majority of the members attending a meeting:

- a. Call to Order
- b. Roll Call
- c. Adoption of Agenda
- d. Action on Previous Meeting Minutes
- e. Correspondence/communications
- f. Committee and Liaison Reports
- g. Old Business
- h. New Business
- i. Other Business (if Necessary)
- j. Closed Sessions (if Necessary)
- k. Public Comment
- l. Adjournment

7. CONDUCT OF MEETINGS

7.1 Chairperson

The person elected “Chairperson” in the first meeting each year of the Board shall preside at all meetings of the Board. In the absence of the Chairperson, the person elected Vice-chairperson shall preside. If neither the Chairperson nor the Vice-chairperson is present, the Director shall preside until the members present shall elect a member to preside during the absence of the Chairperson or Vice-chairperson.

7.2 Disorderly Conduct

Since the purpose of the meeting is to discuss public business and not address individual personalities, “personal attacks” on members, or other government officials and employees are prohibited and shall be considered “out of order.” The Chairperson shall call to order any member or any member of the public, who is being disorderly by speaking or otherwise disrupting the proceedings, by failing to be germane, by speaking longer than the allotted time, or by speaking vulgarities or personal attacks. Such person shall thereupon be quiet and/or seated until the Chairperson shall have determined whether the person is in order. If a public attendee shall be ruled out of order, he or she shall not be permitted to speak further at the same meeting except upon special leave by the Board. If a member or public attendee shall continue to be disorderly and to disrupt the meeting, the Chairperson may order the person to leave the meeting. The Chairperson may appoint a “sergeant at arms,” who may be a member or other person to assist him or her in enforcing the provisions of this Bylaw.

7.3 Public Comment Period

A public comment period will be provided at every Board meeting. The length of comment during this period will be limited to three (3) minutes per person, unless the Board authorizes additional time.

7.4 Procedures to Address the Board

Any person who addresses the Board shall state their name for the record. When there are many people who desire to address the Board, the Chairperson may implement other reasonable rules for public participation.

8. RECORD OF MEETINGS

8.1 Minutes and Official Records

The County in which a meeting is to be held shall provide clerical support to take minutes as required by the Open Meetings Act, MCL 15.261, et seq. The Chairperson shall verify

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that such clerical support will be available prior to each meeting, and may appoint a member to prepare such minutes in the absence of such support being available. The minutes shall include all the actions and decisions of the Board. The minutes shall include the names of the movant and second on all motions and resolutions and the vote of the members thereon. The record shall also state whether the vote was by voice or by roll call; when by roll call, and the names of persons addressing the Board. Copies of each resolution or other matter acted upon by the Board, as well as the official minutes, shall be maintained in a location designated by the Board. Copies of the approved, affirmed minutes shall be provided to each participating County.

8.2 Record of Discussion

The minutes shall not be required to include a written record or summary of the discussion or comments of the Board members, nor of the comments made by members of the public.

8.3 Public Access to Meeting Records

The Chairperson shall make available to members of the public the records and minutes of the Board meetings in accordance with the Freedom of Information Act. Draft board minutes, prepared but not approved by the Board, shall be available for public inspection within eight (8) business days following the meeting. Minutes approved by the Board shall be available within five (5) business days of the meeting at which they were approved. The Board shall also promptly mail copies of minutes to persons who have subscribed and paid the fee therefore as determined by the Board.

9. COMMITTEES

9.1 Creation

At any time, the Board may create standing or *ad hoc* committees and describe their purview. It is intended that the Board at its organizational meeting will create standing committees for the year.

9.2 Appointment

With confirmation from the Board, the Board Chairperson shall appoint members to all committees.

9.3 Organization

The Board Chairperson shall appoint a chair for each committee. The committee chair shall preside over the committee meetings.

9.4 Advisory Nature

All Board committees, whether standing or *ad hoc*, shall be advisory only and shall not exercise the power or authority to make decisions for the Board. Accordingly, committee meetings do not normally have to be noticed or operated in conformance with the Open Meetings Act.

10. CLOSED MEETINGS

10.1 Reasons and Procedure

The Board may meet in closed session, closed to members of the public, upon the motion of any member and appropriate roll call vote for the reasons and in the manner required by the Open Meetings Act.

10.2 Record of Vote

The vote to hold a closed Board meeting shall be by roll call vote and recorded in the minutes of the meeting at which the decision was made.

10.3 Minutes

For each closed meeting, the Chairperson shall appoint a member to make a separate record of the topics discussed. This record shall not be disclosed to the public except upon the order of a court. These closed session minutes may be destroyed in accordance with the requirements of the Open Meetings Act.

11. RULES

11.1 Parliamentary Authority

Robert's Rules of Order (Newly Revised) shall govern all questions of procedure not otherwise provided by these Bylaws, the Enabling Agreement, or by state law.

11.2 Statement by Chairperson, Motions, and Resolutions

No motion or resolution shall be adopted until the Chairperson states or has the minute taker or movant state the motion or unless a written copy of the motion or resolution has been circulated to each Board member before or at the meeting.

11.3 Temporary Suspension of the Rules

The Board's parliamentary rules may be suspended temporarily at any time by vote of two-thirds (2/3's) of the members elected.

11.4 Appeal of Chairperson's Rulings

Any member may appeal the ruling of the Chairperson. On all appeals receiving a second, the question shall be "Shall the decision of the Chairperson stand as the decision of the 911 Consortium Board?"

12. VOTING

12.1 Abstaining from Voting

Whenever the Chairperson puts a question to the members, every member present shall vote on the question. No member present shall abstain from voting "yes" or "no" unless he or she has received the unanimous permission of the Board members in attendance.

12.2 Roll Call Votes

Except as otherwise provided herein, the Chairperson may cause voting by voice or direct a roll call vote. Any member may ask for a roll call vote.

12.3 Votes Required

Matters arising at a meeting of the Board shall be decided by a majority of the members appointed and serving, not just those attending at any meeting, except for votes on procedural questions only.

13. FINANCIAL AFFAIRS

13.1 Expense Payments

A minimum of capital charges and on-going operational charges ("common costs") is anticipated. All vendors will be required to "direct bill" member counties for "common costs" based on the ratio of access points in each county, ie the number of dispatch positions at each County's 911 Centers.

13.2 Other

In the event that additional members, services, functions or other events make direct billing impractical, the 911 Consortium Board shall meet and recommend a fiduciary county and

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necessary agreements to provide for proper accounting on behalf of member counties. The fiduciary agreement shall be approved by the Board of Commissioners of the respective counties.

14. CONSTRUCTION & AMENDMENT

14.1 Interpretation

Wherever possible, these Bylaws shall be construed in a manner consistent with Michigan law and the Enabling Agreement. Where there is a conflict with Michigan law or the Enabling Agreement, the conflicting terms of these Bylaws shall be null and void and considered severed from the remaining portions, which shall continue in full force and effect.

14.2 Modification

These Bylaws must be approved by the member Boards of Commissioners. Any modification of these Bylaws can only occur if approved by two-thirds (2/3's) vote of the members appointed and serving at two (2) consecutive regular meetings of the Board, and with the approval of the member Boards of Commissioners.

ATTESTATION

We, the Chairperson and Vice-chairperson of the Mid-Michigan 911 Consortium Board, hereby certify that the forgoing is a copy of the duly approved Bylaws of the Mid-Michigan 911 Consortium Board.

_____, 2010

Chairperson of 911 Consortium Board

_____, 2010

Vice-Chairperson of the 911 Consortium Board

Bylaws Approved by Clinton County – _____, 2010

Bylaws Approved by Eaton County – _____, 2010

Bylaws Approved by Ingham County – _____, 2010

Bylaws Approved by Livingston County – _____, 2010



LIVINGSTON COUNTY, MICHIGAN
**911 CENTRAL DISPATCH/
EMERGENCY MANAGEMENT DEPARTMENT**

300 S. Highlander Way, Howell, Michigan 48843
Phone 517-546-4620 Fax 517-546-5008
Web Site: co.livingston.mi.us

Memorandum

To: Public Safety Committee
Finance Committee
Board of Commissioners

From: Donald T. Arbic, Director

Date: September 7, 2010

Re: Approval of Mid-Michigan 9-1-1 Consortium Bylaws

July 6, 2010, the Livingston County Board of Commissioners approved Resolution 2010-07-208. This resolution authorizes Livingston County to sign an intergovernmental agreement with the Counties of Eaton, Ingham and Clinton to form and participate in the Mid-Michigan 9-1-1 Consortium. The purpose of this consortium is to share the purchase and operation of E9-1-1 equipment.

Section V of the intergovernmental agreement requires participating counties to appoint their respective information technology and 9-1-1 directors to the Mid-Michigan 9-1-1 Consortium Board as voting members, the Consortium Board to adopt bylaws for the operation of the E9-1-1 equipment and for participating counties to approve those bylaws.

While the Livingston County Board of Commissioners approved the intergovernmental agreement July 06, 2010, it has not yet approved the Mid-Michigan 9-1-1 Consortium Bylaws or made formal appointment of the Information Technology Department and 9-1-1 Central Dispatch/Emergency Management Department Directors to the Consortium Board. Those bylaws and aforementioned appointments have been reviewed and approved by the county's civil counsel and are now being submitted to the Board of Commissioners for final review and approval.