

**LIVINGSTON COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD
MEETING MINUTES**

Sept 9, 2019, 12:00 pm

Jury Assembly Room B, 204 S. Highlander Way, Howell, MI 48843

Members Present: C. Conklin, C. Griffin, M. Murphy, D. Russell, B. Vaillencourt, T. Zahon, M. Hatty, K. Lawrence, D. Awrey, R. Sacharski

1. CALL MEETING TO ORDER

The meeting was called to order by M. Murphy, Vice Chairperson of the Livingston County Community Corrections Advisory Board (LCCCAB), at 12:00 pm.

2. ROLL CALL

Roll call indicated the presence of a quorum.

3. CALL TO THE PUBLIC

None.

4. APPROVAL OF MEETING MINUTES

Motion to approve minutes from the April 9th, 2019 meeting. It was noted that the meeting scheduled for July 9th, 2019 did not occur.

Moved by D. Russell.

Seconded by T. Zahon.

MOTION Carried (10-0-0)

5. APPROVAL OF AMENDED AGENDA

Motion to approve **the amended** agenda.

Moved by K. Lawrence.

Seconded by C. Conklin.

MOTION Carried (10-0-0)

6. REPORT OF MANAGER

R. Sacharski welcomed Karen Groenhut, who the new Chief Public Defender for Livingston County.

- Resignation of Chairperson – L. Mitchell resigned from the Community Corrections Advisory Board and from her position of Chairperson.
- FY2020 Proposal Update & Recommendation - R. Sacharski announced that the State Advisory Board has recommended our Community Corrections grant to be approved for almost \$140,000. A part time position for community corrections is part of the grant.
- Result of State Advisory Board Meeting - The State Advisory Board was not able to approve the grant because the state has not received their appropriation yet. The Advisory board will do an electronic vote after the appropriation has been established.
- Financial YTD Update - Roberta explained that there is \$3,700, which is allocated to administrative and wages. It has been advised that that we can do an amendment to the budget to move money from the administrative line to equipment expenses for office equipment for the new Community Corrections Administrator.
- RFP for CBT – The RFP for Cognitive Behavioral Therapy is currently published and closes next week.

7. MOTIONS FOR CONSIDERATION

Motion to Appoint Karen Groenhout as a Member of the LCCAB.

Moved by B. Vaillencourt.

Seconded by K. Lawrence.

MOTION Carried (10-0-0)

Motion to Appoint M. Murphy as Chairperson.

Moved by M. Hatty.

Seconded by C. Conklin.

MOTION Carried (10-0-0)

Motion to Adopt Amendments to FY20 Proposal.

Moved by K. Lawrence.

Seconded by D. Russell.

MOTION Carried (10-0-0)

8. ROUNDTABLE

M. Murphy wondered if we could discuss updating the bi-laws for Community Corrections. It was agreed that this would be tabled until the new Community Corrections

LCCCAB requested the regulations/statutes regarding CCAB Membership be distributed to all current members.

9. NEXT MEETING

Short Meeting Wednesday Oct 30th, 2019 at 12:00 pm in Jury Assembly Room B.

10. CALL TO THE PUBLIC

None.

11. ADJOURN

Motion to adjourn the meeting at 1:00 pm.

Moved by K. Lawrence.

Seconded by D. Russell.

MOTION Carried (10-0-0)

Michelle Baize
Recording Secretary