



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Jeffrey Dontz
VICE-CHAIRPERSON
Brook Shafer

Mark Bergstrom
Karen Goodman
Ken Hilliard
Alan Marshall
Richard Schmidt

CLERK

Jill Nowak
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3504

PUBLIC SAFETY COMMITTEE

Wednesday, February 3, 2016
2:30 p.m.

Manistee County Courthouse & Government Center
Board of Commissioners Meeting Room

Minutes

Members Present: Ken Hilliard, Chairperson and Brook Shafer

Members Absent: Jeff Dontz

Others Present: Tom Kaminski, County Administrator/Controller; Dale Kowalkowski, Sheriff; Ken Falk, Emergency Management Coordinator; Steven Pizzala, Jail Administrator; Jill M. Nowak County Clerk.

The meeting was called the meeting to order at 2:30 P.M.

NOTE – Items requiring Board Action are indicated in BOLD

SHERIFF ITEMS

The annual SSCENT Grant Contract was presented for consideration for the period October 1, 2015 through September 30, 2016 in the amount of \$10,146. (Appendix A)

Moved by Shafer, seconded by Hilliard to recommend the approval of the annual SSCENT Grant Contract for the period October 1, 2015 through September 30, 2016 in the amount of \$10,146 and authorize the Chair to sign the same. Ayes: All. Motion Carried.

Sheriff Kowalkowski presented the Agreement for the provision of Inmate Health Services between Manistee County and Advanced Correctional Healthcare, Inc. (Appendix B). He reported that a letter has been provided to Correct Care Solutions, the current health care provider, to exercise the 90 day out clause notice to terminate the contract. The Prosecutor has reviewed both the old contract and the new contract with Advanced Correctional Healthcare, Inc. The contracts provide identical services for

approximately \$45,000 less per year. Sheriff Kowalkowski will work on getting back the deposit from the Correct Care Solutions.

Moved by Shafer, seconded by Hilliard to recommend the approval of the Annual Agreement for the provision of Inmate Healthcare Services between Manistee County and Advanced Correctional Healthcare, Inc. not to exceed \$88,135.32; and authorize the Chair to sign the same. Ayes: All. Motion Carried.

Sheriff Kowalkowski referred to the Huron-Manistee National Forest Contract that had been previously signed. He presented to the Committee the Operating Plan that is to accompany the above mentioned contract and was neglected to be signed at the that time. Sheriff Kowalkowski requested the Operating Plan be signed to complete the contract.

Sheriff Kowalkowski reviewed the year-end 2015 Officer daily statistics (Appendix C), the FY 2015/16 Overtime from October 1, 2015 through December 31, 2015 (Appendix D) and the year end 2015 Animal Control daily statistics (Appendix E).

Sheriff Kowalkowski also reported that as a trial run, three (3) patrol cars have been updated with the E-Ticket system.

JAIL ADMINISTRATOR ITEMS

Lt, Steven Pizzala appeared before the Committee to recap the Jail Report (Appendix F-1 thru F-7) for the first quarter of FY 2015/16 including arrest statistics and jail statistics. Lt. Pizzala also reported that the Virtual Boarders Program is being held up by new Administration but hopes the program will move forward. Boarding revenue is coming in from Wexford County. Lt. Pizzala reported that the jail is looking great thanks to Bruce Schimke and his Staff. With some rearranging, additional beds were added (from 68 to 80 beds), D-Block renovations are complete and there was also some floor work done to A-Block. The Jail is well maintained and clean and past renovations have kept the jail current. The Jail Services Report (Appendix F-8) written by Paula Chouinard-Rinel, Jail Diversion Clinician was also reviewed.

EMERGENCY MANAGEMENT COORDINATOR ITEMS

Ken Falk, Emergency Management Coordinator, reported that he had written and received a Region 7 Reimbursable Homeland Security Grant for 13 dive suits, \$35,000; ERT Helmets \$13,500 and ERT Fire Resistant Suits \$4,000. A Revenue Sharing Grant was also written for AED's for eleven (11) fire departments and two (2) police agencies costing \$49,000.

Lt. Falk also reported that the H.A.M. Radio is now operable at the Sheriff's Office. There will web EOC training held on February 18, 2016.

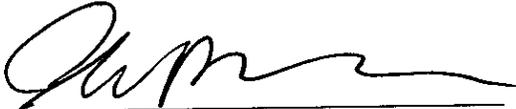
MISCELLANEOUS INFORMATION AND DISCUSSION ITEMS

HB 5259 introduced by State Representative Ray Franz, which lowers the speed limit in hospital zones to a maximum of 45 miles per hour directly affects U.S. 31 in front of West Shore Medical Center. Should a letter be sent?

Due to the County Commissioners and County Administrator attending the Michigan Association of Counties Legislative Conference through March 2, 2016, a **consensus** was reached to reschedule the previously scheduled March 2, 2016 Public Safety Committee Meeting to Wednesday, March 9, 2016 at 2:30 p.m.

The meeting was adjourned at 3:30 p.m.

Kenneth Hilliard, Chairperson



Brook Shafer, Commissioner



Jeff Dentz, Commissioner

**BYRNE JUSTICE ASSISTANCE (BYRNE JAG) GRANT or
RESIDENTIAL SUBSTANCE ABUSE TREATMENT (RSAT) GRANT**

**Subcontract Agreement
between**

(APPENDIX A-1)

CONTRACTOR: Michigan State Police

Federal Identification (I.D.) Number: 38-6000134

and

SUBCONTRACTOR: Manistee County Sheriff's Department

Federal I.D. Number: 38-6005853

Project Title: SSCENT

Michigan State Police (MSP) Contract Number: 201670889

MSP Project Number: JAG-70889-SSCENT-2016

Catalog of Federal Domestic Assistance (CFDA) Number: 16.738

CFDA Title: Formula Byrne JAG

Federal Agency Name: United States Department of Justice (DOJ), Bureau of Justice Assistance (BJA)

Federal Grant Award Number: 2015-MU-BX-0964

Federal Program Title: Byrne JAG State FY 2016

I. Period of Agreement:

This Agreement shall commence on October 1, 2015 and terminate on September 30, 2016.

This Agreement is in full force and effect for the period specified in this section and must be signed prior to the initiation of any associated subcontract activity unless an exception is explicitly granted by the Michigan State Police (MSP). All projects must be initiated within 30 days of the start date of this Agreement.

II. Agreement Amount and Budget:

The agreed upon Project Budget for this Agreement is described in this section. Any changes to the Project Budget, by either the Contractor or Subcontractor, must be in writing and signed by both parties. Budget deviation allowances are not permitted.

	GRANT FUNDS	MATCHING FUNDS	TOTAL
Salary and Wages & Fringe Benefits	\$ <u>10,146.00</u>	\$ <u>0.00</u>	\$ <u>10,146.00</u>
Travel Expenses	\$	\$	\$
Supplies and Expenses	\$	\$	\$
Equipment Expenses	\$	\$	\$
Other Expenses	\$ <u>0.00</u>	\$	\$ <u>0.00</u>
TOTAL AGREEMENT AMOUNT	\$	\$ <u>0.00</u>	\$ <u>10,146.00</u>

(A-2)

III. Project Budget Detail:

The agreed upon Project Budget Detail for this Agreement is described in this section. Any change to the Project Budget Detail, by either the Contractor or Subcontractor, must be in writing and signed by both parties.

Detailed budget item descriptions:

<p>SALARY AND WAGES & FRINGE BENEFITS: List the positions and cost for each position. Also indicate the total number of hours or percentage of time each position will be assigned to grant activities. List the fringe benefits costs for each position.</p> <p>One full time police officer assigned 100% to grant activities including overtime and fringe benefits that include: health and dental insurance, retirement, worker's compensation, life insurance, SUTA, Medicare.</p>
<p>TRAVEL EXPENSES: This includes cost for mileage, per diem, lodging, rental vehicles, registration fees, approved seminars or conferences, and other approved travel costs incurred by the subcontractor.</p> <p>n/a</p>
<p>SUPPLIES AND EXPENSES: This category is used for all consumable and short-term items and equipment items costing less than \$5,000.</p> <p>n/a</p>
<p>EQUIPMENT EXPENSES: Individual line items greater than \$5,000.</p> <p>n/a</p>
<p>OTHER EXPENSES: Communication, space, and allowable expenses not covered by other line items.</p> <p>n/a</p>

IV. Statement of Work:

The Subcontractor agrees to undertake, perform, and complete the services described in this section. Any changes to the Statement of Work, by either the Contractor or Subcontractor, must be in writing and signed by both parties. The Subcontractor may not assign the performance under this Agreement to any other entity or person who is not an employee of the Subcontractor, except with prior written approval of the Contractor. All provisions and requirements of this Agreement shall apply to any agreements the Subcontractor may enter

AGREEMENT FOR THE PROVISION OF INMATE HEALTH SERVICES
MANISTEE COUNTY, MICHIGAN

This Agreement for the Provision of Inmate Health Services (hereinafter referred to as the "AGREEMENT"), effective as of the date of the last signature hereto, entered into by and between the County of Manistee, located in the State of Michigan (hereinafter referred to as the "COUNTY") and Manistee County Sheriff in his official capacity (hereinafter referred to as the "SHERIFF"), and Advanced Correctional Healthcare, Inc. (hereinafter referred to as "ACH"), an Illinois corporation.

RECITALS

WHEREAS, the COUNTY desires to provide professional and responsive healthcare services to the inmates of the Manistee County Jail (hereinafter referred to as the "FACILITY"); and

WHEREAS, ACH is a corporation which provides professional and responsive healthcare services in incarceration facilities.

NOW THEREFORE, the parties enter into this AGREEMENT as hereinafter set forth.

DEFINITIONS

CORPORATE HOLIDAYS - New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

COUNTY INMATES - Inmates booked into the custody of the COUNTY or SHERIFF and presently incarcerated in the FACILITY, but not to include NON-COUNTY INMATES.

ELECTIVE CARE - Care which, if not provided, would not, in the opinion of ACH's practitioner (a licensed practitioner employed by ACH), cause the inmate's health to deteriorate, or cause harm to the inmate's well-being.

MID-LEVEL PRACTITIONER - An advanced registered nurse practitioner or physician assistant who has completed an advanced training program. A MID-LEVEL PRACTITIONER will be duly licensed to practice medicine in the appropriate state.

MOBILE SERVICES - Any ancillary medical services in which a provider comes on-site to perform work using the provider's equipment and/or staff, including, but not limited to, laboratory and X-ray services.

NON-COUNTY INMATES - Inmates who are covered by a government health program for American Indians; work release inmates while on work release; inmates during transport to/from outside facilities; and inmates housed in the FACILITY for other counties, State Department of Corrections, U.S. Immigration and Customs Enforcement (ICE), U.S. Marshals, and/or other federal agencies.

OFF-SITE SERVICES - Medical services including, but not limited to, consultation services, dental care not performed on-site, diagnostic testing, hospital services, medically-indicated emergency ground ambulance transportation, mental health services not performed on-site, and specialty services.

SPECIFIED MEDICATIONS - Medications related to the treatment of HIV, AIDS, HIV/AIDS related diseases, hepatitis, cystic fibrosis, multiple sclerosis, cancer, and/or active tuberculosis, as well as medications listed as biological and/or anti-rejection drugs. Medications related to these treatments will be defined in accordance with medical literature.

(B-2)

**ARTICLE 1:
DUTIES AND OBLIGATIONS OF ACH**

For and in consideration of the compensation to be paid to ACH as hereinafter set forth, ACH agrees as follows:

- 1.1 **ADVANCED TRAINING.** The FACILITY is entitled to receive one copy each of the training videos produced and sold by ACH at no additional charge, with the following exception: facilities will not receive training videos which cover topics for which they have already received an ACH training video covering that topic. If a training video is lost or stolen, the FACILITY may be charged a replacement fee to replace the video. ACH training videos are to be viewed by the FACILITY staff only and are not to be reproduced except with the prior written permission of ACH. ACH does not guarantee training credits and is not responsible for obtaining training credits on behalf of the FACILITY staff.
- 1.2 **BIOMEDICAL WASTE DISPOSAL.** ACH will be responsible for the provision of and cost of biomedical waste disposal services for the medical unit at the FACILITY consistent with all applicable laws. Typical biomedical waste expected in the medical unit would be bandages, dressings, gloves, hypodermic needles, laboratory containers, sharps, and syringes.
- 1.3 **BODY CAVITY SEARCH – FORENSIC INFORMATION.** ACH will perform body cavity searches on-site with signed consent from the inmate in accordance with the following guidelines: ACH staff are prohibited from participating in the collection of forensic evidence, except when: (1) complying with state laws that require blood samples from inmates, so long as there is consent of the inmate and ACH staff are not involved in any punitive action taken as a result of an inmate's nonparticipation in the collection process, (2) conducting body cavity searches, and blood or urine testing for alcohol or other drugs when done for medical purposes by a practitioner's order, and/or (3) conducting inmate-specific, court-ordered laboratory tests, examinations, or radiology procedures with consent of the inmate. ACH will not pay for any costs associated with any body cavity search or any other collection of forensic information, including, but not limited to, any associated medical fees, laboratory fees, added personnel costs, and/or court costs.
 - 1.3.1 **SEXUAL ASSAULT.** In the case of sexual assault, the inmate victim will be sent to the hospital for appropriate collection of evidence which includes chain of custody, counseling and care. Court-ordered body cavity searches will be referred to the appropriate facility or emergency room.
- 1.4 **COLLECTION OF DNA/PHYSICAL EVIDENCE.** ACH will perform the collection of physical evidence for the purpose of DNA testing on-site with signed consent from the inmate. Court-ordered collection of DNA/physical evidence will be referred to the appropriate facility or emergency room. ACH will not pay for any costs associated with the collection of or testing of DNA/physical evidence, including, but not limited to, any associated medical fees, laboratory fees, added personnel costs, court costs, and/or the cost of DNA collection kits.
- 1.5 **CQI MEETINGS.** ACH will review, at the scheduled Continuous Quality Improvement (CQI) meetings with the SHERIFF or designee, the healthcare reports concerning the overall operation of the healthcare services program and the general health of the inmates of the FACILITY.
- 1.6 **DENTAL CARE.** ACH will provide dental triage screenings for inmates in accordance with criteria established by a licensed dentist for the purpose of identifying inmates in need of serious dental services. POOL money will pay for any costs associated with dental care.
- 1.7 **ELECTIVE CARE.** ACH will not provide or pay for ELECTIVE CARE to inmates. Decisions concerning ELECTIVE CARE will be consistent with the applicable American Medical Association (AMA) standards.
- 1.8 **HEALTH EDUCATION AND EVALUATIONS.** ACH will provide health education materials to the SHERIFF for inmate education. ACH will also provide on-site health evaluations and medical care for inmates. Additionally, ACH will provide basic physical examinations for potential inmate workers to ensure the inmates are physically capable of performing assigned work duties.

- 1.9 **INMATE LABOR.** Inmates will not be employed or otherwise engaged or utilized by ACH in the direct rendition of any healthcare services.
- 1.10 **MANAGEMENT SERVICES.** ACH will provide management services to include: a comprehensive Strategic Plan; Peer Review; CQI; Waste Reduction; Utilization Management; and a Risk Management program specific to the FACILITY's medical operations.
- 1.11 **MEDICAL CLAIMS RE-PRICING.** ACH will be responsible for the re-pricing of medical claims. Once claims are received, ACH will calculate the applicable discount (if any) and confirm the integrity of the claim prior to payment.
- 1.12 **MEDICAL RECORDS.** Inmate medical records will always be the property of the SHERIFF and will remain with the SHERIFF. ACH will maintain or require being maintained complete and accurate medical records for each inmate who has received healthcare services. The medical records will be kept separate from the inmate's confinement record. A complete copy of the original applicable medical record will be available to accompany each inmate who is transferred from the FACILITY to another location for off-site services or transferred to another institution. Medical records will be kept confidential, subject to applicable laws and exemptions regarding confidentiality of inmate medical records. ACH will comply with the SHERIFF's policy with regard to access by inmates to their medical records. The SHERIFF will provide ACH with reasonable ongoing access to all medical records, even after the expiration of this AGREEMENT, for the purpose of defending litigation.
- 1.13 **MEDICAL SUPPLIES (DISPOSABLE).** ACH will pay for and provide disposable medical supplies intended for one-time use, not to include durable or reusable medical supplies. Typical disposable medical supplies expected in a medical unit would be tongue blades, Band-Aids, gauze pads, medical tape, sterile water, saline, pregnancy tests, blood sugar strips, peak flow mouth pieces, O2 tubing, urine test strips, syringes, gloves for the medical staff, med cups, lancets, ammonia ampules, cotton-tip applicators, and alcohol preps.
- 1.14 **MENTAL HEALTH SERVICES – CRISIS INTERVENTION.** ACH will refer inmates to crisis intervention services when indicated. The crisis intervention services will be provided by the FACILITY staff in concert with ACH staff. ACH will coordinate with the medical and programming services (e.g., chemical dependence) at the FACILITY so that patient management is appropriately integrated, health needs are met, and the impact of any of these conditions on each other is adequately addressed. ACH will use an integrated and multidisciplinary team (including FACILITY staff) to develop treatment plans for inmates displaying problematic behavior.
- 1.15 **MOBILE SERVICES.** When MOBILE SERVICES are required for medical reasons and are available to come to the FACILITY, ACH will arrange for those services for inmates in accordance with the SHERIFF's policies and procedures. POOL money will pay for any costs associated with MOBILE SERVICES.
- 1.16 **OFF-SITE SERVICES.** When OFF-SITE SERVICES are required for medical reasons, ACH will arrange for those services for inmates and in accordance with the SHERIFF's policies and procedures. POOL money will pay for any costs associated with OFF-SITE SERVICES.
- 1.17 **OTHER SERVICES AND EXPENSES.** ACH will not provide and will not pay for any services, supplies and/or equipment which are not specifically contained in this AGREEMENT.
- 1.18 **PHARMACEUTICALS.**
 - 1.18.1 **COURT-ORDERED MEDICATIONS AND TESTING.** ACH will provide all court-ordered medications and testing to inmates.
 - 1.18.1.1 **COUNTY INMATES.** ACH will only pay for court-ordered medications that (1) the ACH practitioner considers appropriate and (2) are not included on the SPECIFIED MEDICATIONS list. All other court-ordered medications and testing for COUNTY INMATES will be paid for with POOL money.

(B-4)

- 1.18.1.2 NON-COUNTY INMATES (not to include inmates housed for ICE). ACH will only pay for court-ordered medications that (1) the ACH practitioner considers appropriate and (2) are prescribed over-the-counter medications. All other court-ordered medication and testing for NON-COUNTY INMATES will be billed to the COUNTY so the COUNTY may seek reimbursement from the responsible authority of the NON-COUNTY INMATE.
- 1.18.2 HOME MEDICATIONS. The COUNTY agrees to allow home medications in the FACILITY when they are able to be properly verified.
- 1.18.3 COUNTY INMATES. ACH will provide all medically-indicated pharmaceuticals for COUNTY INMATES. ACH will pay for prescription medications; prescribed over-the-counter medications; and psychotropic medications which are prescribed by ACH practitioners; with the following exception: POOL money will pay for all SPECIFIED MEDICATIONS. POOL money will also pay for all psychotropic medications which are prescribed by non-ACH practitioners.
- 1.18.4 INMATES HOUSED FOR ICE. ACH will provide all medically-indicated pharmaceuticals for inmates housed for ICE. ACH will not pay for any pharmaceuticals for ICE inmates. Prescription medications will be billed directly to ICE by the applicable pharmacy. The COUNTY will pay for any prescription medications for which ICE refuses to pay, as well as any prescribed over-the-counter medications.
- 1.18.5 NON-COUNTY INMATES (not to include inmates housed for ICE). ACH will provide all medically-indicated pharmaceuticals for NON-COUNTY INMATES. ACH will only pay for prescribed over-the-counter medications. All other prescription medications will be billed to the COUNTY so the COUNTY may seek reimbursement from the responsible authority of the NON-COUNTY INMATE.
- 1.19 POOL. The COUNTY will have a POOL of twenty thousand dollars (\$20,000.00) to be used every twelve (12) months (hereinafter referred to as the "POOL"). The POOL money will be spent as indicated in this AGREEMENT. Certain NON-COUNTY INMATE costs (including but not limited to dental care, MOBILE SERVICES, OFF-SITE SERVICES, and SPECIFIED MEDICATIONS) will not be paid for with POOL money.
 - 1.19.1 The date of service for outpatient care, or date of admission for hospitalization, or date of the prescription, will be used to determine the calendar month in which the expenses are to be applied toward the POOL. Any costs exceeding the POOL will be reconciled back to the COUNTY at the time the costs exceed the POOL, or monthly, as needed.
 - 1.19.2 All monies remaining in the POOL after receipt of invoices will be returned to the COUNTY within ninety (90) days after the twelve (12) month term. Invoices received more than ninety (90) days after the close of the twelve (12) month term will be forwarded to the COUNTY for payment.
 - 1.19.3 In the event this AGREEMENT is terminated prior to the twelve (12) month term in which the POOL applies, any remaining POOL monies will be prorated for the portion of the twelve (12) month term elapsed. Costs exceeding the prorated amount will be paid by the COUNTY.
- 1.20 PRISON RAPE ELIMINATION ACT OF 2003 (PREA). Should the SHERIFF choose to comply with PREA, ACH will endeavor to comply with PREA, applicable PREA standards, and the FACILITY's policies related to PREA for preventing, detecting, monitoring, investigating, and eradicating any form of sexual abuse within the FACILITY. ACH acknowledges that, in addition to self-monitoring, the FACILITY may conduct announced or unannounced monitoring to include on-site monitoring.
- 1.21 SHERIFF'S POLICIES, PROCEDURES, AND PROTOCOLS. ACH staff will operate within the requirements of the SHERIFF's policies, procedures, and protocols as communicated to ACH staff by the SHERIFF or designee. Such policies, procedures, and protocols may change from time to time; if so, the SHERIFF or designee will promptly notify ACH staff, provide them with a written copy of the modified policy, procedure, or protocol, and provide any necessary training to the ACH staff. Upon the SHERIFF's request, ACH will assist the SHERIFF in drafting medical policies, procedures, and protocols. All policies, procedures, and protocols regarding operations

(B-5)

within the FACILITY will at all times remain the property of the SHERIFF and will remain at the FACILITY after termination of this AGREEMENT.

1.22 STAFFING. ACH will provide staffing coverage as described in this staffing section.

1.22.1 MEAL BREAKS. It is understood and agreed that ACH employees are allowed to leave the premises during the work day for meal breaks.

1.22.2 NURSING. ACH will provide on-site licensed practical nursing coverage for twenty (20) hours per week on a schedule approved by the SHERIFF. When approved by the SHERIFF or designee, hours worked in excess of the contracted amount will be billed monthly to the COUNTY at the prevailing wage and benefit rate of the ACH employee. For hours of absence due to CORPORATE HOLIDAYS, paid time off, or sick time, the hours will not be replaced or credited. For all other absences, ACH endeavors to provide replacement coverage, and if it is unable to do so, ACH's Director of Medical Operations for the FACILITY and the SHERIFF or designee will negotiate a mutually agreeable remedy.

1.22.3 PRACTITIONER. A physician and/or MID-LEVEL PRACTITIONER will visit the FACILITY every other week or as otherwise agreed by the SHERIFF and ACH, and will stay until all work is completed. A MID-LEVEL PRACTITIONER will only be used with the approval of the SHERIFF. The physician and/or MID-LEVEL PRACTITIONER will be available by telephone to the FACILITY and medical staff on an on-call basis, seven (7) days per week, twenty-four (24) hours per day. For scheduled visits that fall on CORPORATE HOLIDAYS, coverage will be provided by telephone only.

1.23 TUBERCULOSIS (TB) TESTING.

1.23.1 FACILITY STAFF. ACH will provide TB skin tests as directed by the SHERIFF. The COUNTY will pay for the TB serum and related supplies. Upon the SHERIFF's request, ACH will secure the serum and related supplies through the correctional pharmacy to secure the best possible price, then bill the COUNTY for those costs.

1.23.2 INMATES. ACH will provide TB skin tests as directed by the SHERIFF. ACH will pay for the TB serum and related supplies.

ARTICLE 2:
DUTIES AND OBLIGATIONS OF THE COUNTY

2.1 CO-PAY. The COUNTY agrees to the use of a co-pay system, as permitted by law, for inmate medical requests.

2.2 DUTY TO PROTECT INMATES. The non-delegable duty to protect inmates is, and always will be, vested in the SHERIFF. This AGREEMENT does not result in the assumption of a non-delegable duty by ACH. As such, the SHERIFF specifically retains the duty and obligation for security of the inmates. This duty extends to the control of inmate movement. ACH and its personnel will assume no responsibility for the movement of inmates and assume no responsibility for inmate protection at any time.

2.3 HIRING OF ACH STAFF. While ACH is pleased to provide staffing during this engagement, ACH does not expect the COUNTY to offer permanent employment to ACH employees or independent contractors. ACH has a significant investment in the training and professional development of our employees and independent contractors and they are valued employees and independent contractors of ACH. If the COUNTY should hire any ACH employee or independent contractor during this AGREEMENT term or within one (1) year after this AGREEMENT's termination, the COUNTY will be billed a professional replacement fee of Ten Thousand Dollars (\$10,000) to compensate ACH for each employee or independent contractor, with the following exception: this does not apply to any medical staff member who was employed by the COUNTY prior to this AGREEMENT.

- 2.4 **INMATE INFORMATION.** The SHERIFF will provide, as needed, information pertaining to inmates that ACH and the SHERIFF mutually identify as reasonable and necessary for ACH to adequately perform its obligations to the SHERIFF and the COUNTY. Additionally, during this AGREEMENT period, and for a reasonable time thereafter, the SHERIFF will provide ACH, at ACH's request, the SHERIFF's records relating to the provision of healthcare services to inmates as may be reasonably requested by ACH in connection with an investigation of, or defense of, any claim by a third party related to ACH's conduct. As ACH may reasonably request, and consistent with applicable state and federal laws and the foregoing provision, the SHERIFF will also make available to ACH such records as are maintained by the SHERIFF, hospitals, and other off-site healthcare providers involved in the care or treatment of inmates (to the extent the SHERIFF has any control over those records). Any such information provided by the SHERIFF to ACH that the SHERIFF considers confidential will be kept confidential by ACH and will not, except as may be required by law, be distributed to any third party without the prior written approval of the SHERIFF. Notwithstanding any provision of this AGREEMENT to the contrary, the SHERIFF's internal affairs investigative records will not be required to be provided to ACH or any other person or entity (except as may be required by law).
- 2.5 **MEDICAL EQUIPMENT (DURABLE).** Medical equipment remains the responsibility of the SHERIFF. At the SHERIFF's request, ACH may assist the SHERIFF in securing the equipment at cost-effective pricing. Typical durable medical equipment expected in a medical unit would be: exam table, exam stool, ophthalmic / otoscope, peak flow meter, digital thermometer, stethoscope, X-large and large blood pressure cuffs, emesis basin, CPR AmbuBag (adult & 2-way mask), refrigerator (small), and scales. Upon termination of this AGREEMENT, the medical equipment will be in good working order, with allowances made for reasonable wear and tear.
- 2.6 **NON-MEDICAL CARE OF INMATES.** The COUNTY will provide and pay for all other personal (non-medical) needs of the inmates while in the FACILITY, including, but not limited to: daily housekeeping services; dietary needs, including special supplements, liquid diets, or other dietary needs; building maintenance services; facility cleaning for ectoparasites; personal hygiene supplies and services; clothing; and linen supplies.
- 2.7 **OFFICE EQUIPMENT (DURABLE).** The SHERIFF will provide use of COUNTY-owned office equipment and all necessary utilities in place at the FACILITY's healthcare unit. Typical office equipment expected in a medical unit would be a locking file (recommended four-drawer); paper punch; staple remover; stapler; cabinet for storing medical supplies such as Band-Aids, gauze, etc.; computer; fax machine; copier / printer; and toner. Upon termination of this AGREEMENT, the office equipment will be in good working order, with allowances made for reasonable wear and tear.
- 2.8 **OFFICE SUPPLIES (DISPOSABLE).** The COUNTY will provide disposable office supplies, such as medical charts, paper, pens, staples, and Post-it notes which are required for the provision of inmate healthcare services.
- 2.9 **SECURITY.** The SHERIFF will maintain responsibility for the physical security of the FACILITY and the continuing security of the inmates. ACH and the SHERIFF understand that adequate security services are necessary for the safety of the agents, employees, and subcontractors of ACH, as well as for the security of inmates and FACILITY staff, consistent with the correctional setting. The SHERIFF will provide security sufficient to enable ACH and its personnel to safely provide the healthcare services described in this AGREEMENT. The SHERIFF will screen ACH's proposed staff to ensure that they will not constitute a security risk. The SHERIFF will have final approval of ACH's employees in regards to security/background clearance.

ARTICLE 3:
COMPENSATION/ADJUSTMENTS

- 3.1 **ANNUAL AMOUNT/MONTHLY PAYMENTS.** The annualized amount to be paid by the COUNTY to ACH under this AGREEMENT is to be eighty-eight thousand one hundred thirty-five dollars and thirty-two cents (\$88,135.32). The COUNTY will make monthly payments of seven thousand three hundred forty-four dollars and sixty-one cents (\$7,344.61), which is equal to 1/12 of the annualized amount, during the term of this AGREEMENT. ACH will bill the COUNTY approximately thirty (30) days prior to the month in which services are to be rendered. The COUNTY agrees to pay ACH prior to the tenth (10th) day of the month in which services are rendered.

(B-7)

3.1.1 ANNUAL AMOUNT UPON RENEWAL. Upon the annual anniversary date of this AGREEMENT, the annualized amount of increase for compensation will be the 12-Month Consumer Price Index (CPI) for medical care or zero percent (0%), whichever is higher. The CPI will be calculated from the most recent CPI data as published by the Bureau of Labor Statistics.

3.2 QUARTERLY ADJUSTMENTS. Account reconciliation will be completed for variances in the ADP and other expenses, such as equipment or services purchased by ACH (with prior approval of the COUNTY) on behalf of the COUNTY.

3.2.1 AVERAGE DAILY POPULATION (ADP). ADP for a given quarter will be determined from the FACILITY census records. For billing purposes, the COUNTY INMATE ADP will be 40 and the NON-COUNTY INMATE ADP will be 10. Inmates who are not presently incarcerated in the FACILITY (i.e., persons on electronic monitoring or probation, or who are hospitalized, or in halfway housing or early release housing) should not be counted in either ADP reported to ACH by the COUNTY. The ADPs reported to ACH should only be those inmates presently incarcerated in the FACILITY.

3.2.2 PER DIEM.

3.2.2.1 GENERAL. Per diem rate(s) are intended to cover additional costs in those instances where minor, short-term changes in the inmate population results in the higher utilization of routine supplies and services. The per diem is not intended to provide for any additional fixed costs, such as new fixed staffing positions that might prove necessary if the inmate population grows significantly and is sustained. In such cases, ACH reserves the right to negotiate for an increase to its staffing and its contract price in order to continue to provide services to the increased number of inmates and maintain the standard of care. ACH will request the monthly count for these separate populations on a quarterly basis. The per diem rate(s) may be adjusted annually at ACH's discretion.

3.2.2.2 COUNTY INMATES. When the ADP exceeds or falls below the contracted rate in any calendar quarter, the compensation variance will be figured on the average number of COUNTY INMATES above or below the contracted ADP for that quarter multiplied by the per diem rate of \$0.69 per inmate per day. (Example: If the ADP for a quarter is 10 above the contracted ADP, additional compensation due will be calculated as follows: 10 x \$0.69 x 91)

3.2.2.3 NON-COUNTY INMATES. To cover the cost of incidental medical expenses for NON-COUNTY INMATES (such as disposable medical supplies, biomedical waste disposal services, and medical malpractice and civil rights insurance coverage), a separate per diem rate of \$0.26 per inmate per day will be assessed for each NON-COUNTY INMATE housed in the FACILITY in excess of the contracted NON-COUNTY INMATE ADP.

3.2.3 ARREARS. Any contract amount in arrears will be settled through reconciliation and adjusted accordingly. Adjustments will be made to the first monthly invoice prepared after reconciliation between ACH and the COUNTY. Payment of the adjusted amount will be due upon receipt of said invoice.

ARTICLE 4:
TERM AND TERMINATION

4.1 TERM. The term of this AGREEMENT will begin on _____ at 12:01 A.M. and will continue in full force and effect until _____ at 11:59 P.M., unless earlier terminated, extended, or renewed pursuant to this AGREEMENT. This AGREEMENT will automatically renew for successive one (1) year periods unless either party gives thirty (30) days' written notice prior to the end of a term.

4.2 TERMINATION.

- 4.2.1 **TERMINATION FOR LACK OF APPROPRIATIONS.** It is understood and agreed that this AGREEMENT will be subject to annual appropriations by the COUNTY. If funds are not appropriated for this AGREEMENT, then upon exhaustion of such funding, the COUNTY and the SHERIFF will be entitled to immediately terminate this AGREEMENT without penalty or liability. Recognizing that such termination may entail substantial costs for ACH, the COUNTY and the SHERIFF will act in good faith and make every effort to give ACH reasonable advance notice of any potential problem with funding or appropriations. The COUNTY agrees to pay for services rendered up to the point of termination.
- 4.2.2 **30-DAY OUT CLAUSE.** Notwithstanding anything to the contrary contained in this AGREEMENT, the COUNTY, the SHERIFF, or ACH may, without prejudice to any other rights they may have, terminate this AGREEMENT by giving thirty (30) days' advance written notice to the other party. If thirty (30) days' advance written notice is provided, termination will be without penalty to any of the parties. If the SHERIFF or the COUNTY gives ACH less than thirty (30) days' advance written notice, the COUNTY agrees to pay to ACH a penalty equal to one (1) month's contract price as an early termination fee.

ARTICLE 5:
GENERAL TERMS AND CONDITIONS

- 5.1 **ADVICE OF COUNSEL.** Each of the parties (a) has had the opportunity to seek counsel, legal or otherwise, prior to entering into this AGREEMENT, (b) is freely entering into this AGREEMENT of his/her or its own volition, and (c) understands and agrees that this AGREEMENT will be construed as if drafted by both parties and not by one party solely.
- 5.2 **ARBITRATION; GOVERNING LAW.** The parties hereby agree that any dispute arising under this AGREEMENT, or in connection with any breach thereof, will be finally resolved through binding arbitration conducted in Manistee, Michigan, in accordance with the Commercial Arbitration Rules of the American Arbitration Association by a single, neutral arbitrator appointed in accordance with such Rules. No punitive damages may be granted by the arbitrator. The parties agree that the arbitrator's decision will be the sole, exclusive and binding remedy between them regarding any and all such disputes. This AGREEMENT, and any arbitration conducted thereby, will be governed by the laws of the State of Michigan (without reference to conflicts of laws principles).
- 5.3 **ASSIGNMENT.** ACH may not assign this AGREEMENT or any rights hereunder in whole or in part. Subject to the foregoing, this AGREEMENT will inure to the benefit of and be binding upon each of the heirs, permitted assigns, and successors of the respective parties. Any assignment in violation of this section will be null and void.
- 5.4 **ATTORNEY FEES AND COSTS.** In the event a lawsuit, arbitration, or mediation is initiated by either party, the party against whom a judgment or award is entered will also be liable for costs of suit and reasonable attorneys' fees as set by the court or arbitrator.
- 5.5 **AUTHORITY.** The persons signing below represent that they have the right and authority to execute this AGREEMENT for their respective entities and no further approvals are necessary to create a binding AGREEMENT.
- 5.6 **COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS.** The SHERIFF, the COUNTY, and ACH agree that no party will require performance of any ACH or COUNTY employee, agent or independent contractor that would violate federal, state and/or local laws, ordinances, rules and/or regulations.
- 5.7 **COUNTERPARTS; HEADINGS.** This AGREEMENT may be executed in counterparts, each of which will be an original and all of which will constitute one AGREEMENT. The headings contained in this AGREEMENT are for reference purposes only and will not affect in any way the meaning or interpretation of this AGREEMENT. The terms "inmate" and "detainee" may be used interchangeably throughout this AGREEMENT and will not affect in any way the meaning or interpretation of this AGREEMENT.

- 5.8 ENTIRE AGREEMENT; AMENDMENT. This AGREEMENT represents the entire understanding of the parties with respect to the subject matter hereof, supersedes and cancels all prior agreements, understandings, arrangements, or representations between the parties with respect to such subject matter, and may only be amended by written agreement of both parties. The parties agree that their performances hereunder do not obligate either party to enter into any further agreement or business arrangement.
- 5.9 EQUAL EMPLOYMENT OPPORTUNITY. It is the policy of ACH to provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, age, or genetics. In addition, it is the policy of ACH to comply with applicable state and local laws governing nondiscrimination in employment in every location in which ACH has facilities and employees. This policy applies to all terms and conditions of employment including, but not limited to, recruitment, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, benefit plans, all forms of compensation, and training.
- 5.10 EXCUSED PERFORMANCE. In case performance of any terms of parts hereof will be delayed or prevented because of compliance with any law, decree, or order of any governmental agency or authority of local, state, or federal governments or because of riots, public disturbances, strikes, lockouts, differences with workers, fires, floods, Acts of God, or any other reason whatsoever which is not within the control of the parties whose performance is interfered with and which, by the exercise of reasonable diligence, said party is unable to prevent, the party so suffering may at its option, suspend, without liability, the performance of its obligations hereunder during the period such cause continues.
- 5.11 FURTHER ACTS. The parties agree to perform any further acts and execute and deliver any further documents that may be reasonably necessary to carry out the provisions of this AGREEMENT.
- 5.12 GROUP PURCHASING. The COUNTY authorizes ACH to sign up the FACILITY as a ship-to site under ACH's group purchasing plan.
- 5.13 HOLD HARMLESS AND INDEMNIFY.
 - 5.13.1 ACH will hold harmless and indemnify the COUNTY and SHERIFF (together with their respective employees) against any loss or damage, including reasonable attorneys' fees and other costs of litigation, solely caused or necessitated by the negligent, reckless, intentional, or deliberately indifferent conduct of ACH or its employees, which is related to medical treatment or care provided by ACH. With respect to any claim for indemnification, the COUNTY will (i) give written notice thereof to ACH within a reasonable period following the event or occurrence as to which the right to indemnification is or may be asserted and (ii) allow ACH (including the employees, agents, and counsel) reasonable access to any of its employees, property, and records for the purposes of conducting an investigation of such claim and for the purpose of obtaining statements, photographs, and taking such other steps as may be necessary to preserve evidence of the occurrence on which the claim is based. If the COUNTY denies ACH reasonable access as set forth, after written request therefore, the COUNTY will assume sole responsibility for the claim for which indemnification is sought and will not be entitled to indemnity.
 - 5.13.2 The COUNTY will hold harmless and indemnify ACH (together with its respective employees) against any loss or damage, including reasonable attorneys' fees and other costs of litigation, solely caused or necessitated by the negligent, reckless, intentional, or deliberately indifferent conduct of the COUNTY or its employees, which is related to medical treatment or care provided by ACH. With respect to any claim for indemnification, ACH will (i) give written notice thereof to the COUNTY within a reasonable period following the event or occurrence as to which the right to indemnification is or may be asserted and (ii) allow the COUNTY (including the employees, agents, and counsel) reasonable access to any of its employees, property, and records for the purposes of conducting an investigation of such claim and for the purpose of obtaining statements, photographs, and taking such other steps as may be necessary to preserve evidence of the occurrence on which the claim is based. If ACH denies the COUNTY reasonable access as set forth, after written request therefore, ACH will assume sole responsibility for the claim for which indemnification is sought and will not be entitled to indemnity.

(B-10)

5.14 INSURANCE.

- 5.14.1 ACH will maintain commercial automobile liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence, covering owned, hired, and non-owned automobiles.
- 5.14.2 ACH will maintain one or more commercial general liability insurance policies with minimum limits of bodily injury and/or property damage: One Million Dollars (\$1,000,000) each occurrence and an annual policy aggregate of Two Million Dollars (\$2,000,000).
- 5.14.3 ACH will maintain professional liability insurance, including civil rights liability, with minimum limits of One Million Dollars (\$1,000,000) each occurrence, Three Million Dollars (\$3,000,000) annual aggregate.
- 5.14.4 ACH will maintain workers' compensation and employer's liability insurance covering its employees while on the FACILITY's premises that complies with the statutory minimum requirements in the applicable state(s).
- 5.14.5 ADDITIONAL INSUREDS. ACH will name the SHERIFF and the COUNTY as an additional insured for the sole negligence of ACH under the commercial automobile, commercial general and professional liability portions of insurance and provide the COUNTY with a Certificate of Insurance specific to correctional facilities evidencing the terms of the insurance coverage and policy limits.
- 5.15 NEW LEGISLATION. Should new legislation require substantial new medical treatment, the COUNTY will pay for it, unless specifically agreed upon between ACH and the COUNTY.
- 5.16 NO GRANT OF RIGHTS. Each of the parties understands and agrees that no grant or license of a party's rights in any patent, trademark, trade secret, copyright and/or other intellectual property right is made hereby, expressly or by implication.
- 5.17 NO RELATIONSHIP OR AUTHORITY. The parties agree that ACH will at all times be an independent contractor in the performance of the services hereunder, and that nothing in this AGREEMENT will be construed as or have the effect of constituting any relationship of employer/employee, partnership, or joint venture between the COUNTY and ACH. ACH does not have the power or authority to bind the COUNTY or to assume or create any obligation or responsibility on the COUNTY's behalf or in the COUNTY's name, and ACH will not represent to any person or entity that ACH has such power or authority. ACH will not act as an agent nor will ACH be deemed to be an employee of the COUNTY for the purposes of any employee benefit program.
- 5.17.1 SUBCONTRACTING. In order to discharge the obligations hereunder, ACH may engage certain healthcare professionals as independent contractors rather than employees. As the relationship between ACH and these healthcare professionals will be that of independent contractor, ACH will not be considered or deemed to be engaged in the practice of medicine or other professions practiced by these professionals. ACH will exercise control over the manner of means by which these independent contractors perform their medical duties. This control will be exercised reasonably consistent with the independent medical judgment these independent contractors are required to exercise. ACH will exercise administrative supervision over such professionals necessary to ensure the strict fulfillment of the obligations contained in this AGREEMENT. All terms and conditions of this AGREEMENT will be included in all such subcontracts. For each agent and subcontractor, including all medical professionals, practitioners, and nurses performing duties as agents or independent contractors of ACH under this AGREEMENT, ACH will provide to the SHERIFF proof that, for each such professional, there is in effect during the period that person is engaged in the performance of this AGREEMENT, a professional liability or medical malpractice insurance policy, in an amount or amounts of One Million Dollars (\$1,000,000) coverage per occurrence and Three Million Dollars (\$3,000,000) annual aggregate coverage.

(B-11)

- 5.18 **NOTICE.** Any notice required or permitted to be given hereunder will be in writing and delivered by overnight courier (e.g., FedEx), or by facsimile (receipt confirmed), to the respective addresses in this section or such other addresses as may be designated in writing by the applicable party from time to time, and will be deemed to have been given when sent. To the SHERIFF and/or the COUNTY: Manistee County Jail, 1522 East Parkdale Avenue, Manistee, MI 49660; email: kowalkowskid@manisteesheriff.org. To ACH: Advanced Correctional Healthcare, Inc., Attn: Contract Attorney, 3922 West Baring Trace, Peoria, IL 61615; facsimile: 309.214.9977; email: jkolberg@advancedch.com.
- 5.19 **OTHER CONTRACTS AND THIRD PARTY BENEFICIARIES.** The parties acknowledge that ACH is not bound by or aware of any other existing contracts to which either the SHERIFF or the COUNTY are a party and which relate to the provision of healthcare to inmates at the FACILITY. The parties agree that they have not entered into this AGREEMENT for the benefit of any third person(s) and it is their express intention that this AGREEMENT is intended to be for their respective benefits only and not for the benefits of others who might otherwise be deemed to constitute third party beneficiaries thereof.
- 5.20 **SEVERABILITY.** If any provision of this AGREEMENT, or any portion thereof, is found to be invalid, unlawful, or unenforceable to any extent, such provision will be enforced to the maximum extent permissible so as to effect the intent of the parties, and the remainder of this AGREEMENT will continue unaffected in full force and effect. The parties will negotiate in good faith an enforceable substitute provision for such invalid provision that most nearly achieves the same intent and economic effect.
- 5.21 **USE BY OTHER PUBLIC AGENCIES (PIGGYBACK).** ACH agrees to allow the COUNTY to authorize other public agencies in the COUNTY to purchase the proposed items by issuance of a purchase order at the same terms and conditions as this AGREEMENT, and to make payments directly to ACH during the period of time that this AGREEMENT is in effect.
- 5.22 **USE OF NAME.** It is understood and agreed by ACH that ACH's name may appear in certain COUNTY disclosure documents, including those required by law and in other regulatory and administrative filings in the ordinary course of the COUNTY's operations.
- 5.23 **WAIVER.** Any waiver of the provisions of this AGREEMENT or of a party's rights or remedies under this AGREEMENT must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions hereof or its rights or remedies at any time, will not be construed as a waiver of such party's rights or remedies hereunder and will not in any way affect the validity of this AGREEMENT or prejudice such party's right to take subsequent action.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the date and year written below.

ADVANCED CORRECTIONAL HEALTHCARE, INC.

Sherri Miller
President & Chief Operations Officer

Date

COUNTY OF MANISTEE, MICHIGAN

Dale Kowalkowski, Sheriff

Date

Jeffrey Dontz, County Board Chair

Date

Please complete and return via fax to 309.214.9977 or email to jkolberg@advancedch.com.

If this contract is not returned to ACH by November 13, 2015, the price may be subject to increase.

(APPENDIX C)

**Manistee County Sheriff's Department
Manistee County Station Daily Year End Stats**

Month	Year End 2015												Yearly Totals
	January	February	March	April	May	June	July	August	September	October	November	December	
Officers on duty:	77%	71%	71%	65%	71%	80%	81%	77%	80%	83%	80%	84%	
Officers													
Monthly Activities:													
Patrol	436.5	295.5	396.5	362.0	335.0	339.5	324.0	457.5	406.5	410.5	426.0	477.0	4666.5
Complaint	347.5	308.0	305.0	289.0	330.5	427.0	529.5	458.5	466.5	410.5	386.0	426.5	4684.5
Report Writing	420.0	348.0	396.5	332.0	306.5	381.5	363.0	485.0	536.5	589.0	463.0	593.0	5214.0
Court	15.0	3.0	1.0	3.5	18.5	39.0	43.0	33.0	40.5	28.5	6.0	32.5	263.5
Transport	24.0	84.5	105.5	67.0	42.5	36.0	86.0	122.5	123.0	41.0	69.0	74.5	875.5
Airport	28.5	15.0	26.5	23.5	23.5	25.5	20.5	20.0	20.0	21.5	20.0	23.0	267.5
ZTP	53.0	41.5	48.0	43.5	42.5	39.0	39.5	19.0	0.0	0.0	0.0	0.0	326.0
ACO	4.0	1.0	3.0	3.0	8.0	8.5	11.5	12.0	12.0	11.0	11.5	0.5	86.0
Inmate Services	0.0	5.0	39.5	3.0	97.5	8.5	22.5	15.0	21.5	22.0	3.0	16.5	254.0
Liquor Inspection	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.5	0.0	0.0	0.0	0.0	6.5
Civil Process	15.0	5.5	9.0	13.5	16.0	27.5	13.5	15.0	13.0	8.5	16.5	7.5	160.5
Community Policing	0.0	7.0	0.0	6.5	12.5	10.0	13.5	14.0	16.5	4.0	2.0	6.0	92.0
Training	143.0	157.5	119.0	260.5	85.0	35.0	0.0	73.5	40.0	50.0	96.5	66.0	1126.0
Administrative	84.0	77.5	87.5	104.5	50.5	55.0	44.5	93.0	67.0	108.5	99.0	60.5	931.5
Total Hours Daily:	1570.5	1349.0	1537.0	1511.5	1368.5	1432.0	1511.0	1824.5	1763.0	1705.0	1598.5	1783.5	18954.0
Monthly Stats:													
Verbal Warnings	107.0	61.0	84.0	82.0	84.0	90.0	65.0	90.0	71.0	48.0	114.0	110.0	1006.0
Traffic	15.0	13.0	15.0	16.0	28.0	23.0	13.0	25.0	18.0	9.0	15.0	19.0	209.0
Misd.	23.0	22.0	23.0	22.0	21.0	28.0	27.0	23.0	15.0	9.0	18.0	25.0	256.0
Felony	7.0	2.0	3.0	1.0	5.0	2.0	3.0	8.0	2.0	6.0	5.0	4.0	48.0
Property Inspections	8.0	5.0	0.0	11.0	6.0	28.0	1.0	8.0	27.0	2.0	12.0	7.0	115.0
Civil Papers	25.0	13.0	11.0	21.0	11.0	33.0	20.0	22.0	23.0	10.0	23.0	7.0	219.0
Traffic Stops	129.0	75.0	87.0	86.0	112.0	120.0	97.0	129.0	99.0	58.0	136.0	136.0	1264.0
Persons Investigated	503.0	395.0	395.0	498.0	520.0	577.0	679.0	612.0	583.0	529.0	637.0	585.0	6513.0
Vehicles Assisted	1.0	4.0	7.0	0.0	0.0	1.0	2.0	1.0	1.0	0.0	0.0	3.0	20.0
Daily Mileage	11413.0	9997.0	12412.0	10801.0	11132.0	12975.0	14205.0	15006.0	14923.0	13291.0	13664.0	14435.0	154254.0
PI / OWI	0.0	0.0	0.0	0.0	0.0	1.0	2.0	0.0	0.0	2.0	0.0	2.0	7.0
OWI	6.0	7.0	6.0	6.0	3.0	7.0	1.0	2.0	5.0	2.0	2.0	1.0	48.0
PIA ONLY	4.0	6.0	3.0	4.0	5.0	6.0	16.0	10.0	7.0	3.0	4.0	12.0	80.0
PDA	47.0	30.0	15.0	41.0	25.0	46.0	44.0	33.0	28.0	40.0	72.0	43.0	464.0

(APPENDIX D)

TOTAL OVERTIME BUDGETED FY 2015/16 = \$70,000.00

101-301-710.000

	# OT HRS THIS MO	SPENT THIS MO	SPENT TO DATE	AVAILABLE
9/30/2015				\$ 70,000.00
10/31/2015	230.5	\$ 7,265.58	\$ 7,265.58	\$ 62,734.42
11/30/2015	208	\$ 7,210.04	\$ 14,475.62	\$ 55,524.38
12/31/2015	234.5	\$ 4,513.78	\$ 18,989.40	\$ 51,010.60
1/31/2016				
2/29/2016			\$ -	
3/31/2016			\$ -	
4/30/2015			\$ -	
5/31/2015			\$ -	
6/30/2015			\$ -	
7/31/2015			\$ -	
8/31/2015			\$ -	
9/30/2015			\$ -	

\$500 Reimb.

(APPENDIX E-1)

Manistee County Sheriff's Department
Animal Control Officer Station Daily

Month	Year End 2015												Yearly Totals
	January	February	March	April	May	June	July	August	September	October	November	December	
Monthly Hours:													
Patrol	42.5	36.0	13.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	19.0	58.5	169.0
Complaint	20.0	29.0	16.0	0.0	0.0	0.0	0.0	0.0	21.0	0.0	22.0	37.5	145.5
Report Writing	30.0	37.0	19.0	0.0	0.0	0.0	0.0	0.0	32.5	0.0	49.0	36.5	204.0
Assist Other Agency	0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	5.0	0.0	11.0	1.0	20.0
Pound (Misc.)	49.0	40.0	20.0	0.0	0.0	0.0	0.0	0.0	14.0	0.0	33.0	56.5	212.5
Total Hours Monthly:	141.5	145.0	68.0	0.0	0.0	0.0	0.0	0.0	72.5	0.0	134.0	190.0	751.0
Monthly Stats Only:													
Citations Issued	12.0	4.0	7.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	27.0
Verbal Warnings	107.0	14.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0	67.0	199.0
Warrant Arrests	0.0	1.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	4.0
Impounds	3.0	5.0	10.0	0.0	0.0	0.0	0.0	0.0	31.0	0.0	5.0	10.0	64.0
Monthly Township:													
Arcadia Township	5.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	7.0
Bear Lake Township	5.5	6.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0	7.0	22.5
Brown Township	0.0	3.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	3.0	11.0
Clean Township	3.0	2.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	4.5	13.5
Dickson Township	3.5	6.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	6.0	7.0	23.5
Filer Township	4.5	1.5	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	3.5	13.5
Manistee Township	7.0	12.5	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	21.0	46.5
Maple Grove Twp	8.5	8.5	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0	10.0	33.0
Marilla Township	2.0	1.0	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	6.5	11.5
Norman Township	5.0	6.0	2.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	9.0	8.5	31.0
Onekama Township	4.0	3.5	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	5.0	14.5
Pleasanton Township	1.0	0.5	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	4.5
Springdale Township	1.0	0.5	2.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	1.5	7.5
Stronach Township	2.0	1.5	1.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	4.5	10.0
Manistee City	2.0	1.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	1.0	4.5
Total:	54.0	55.0	24.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	35.0	86.0	

IMPOUNDS

2015

(E-2)

BREED	AGE	COLOR	DATE	IMPOUND #	SUBJECT THAT TOT'D	STATUS
SHEEPDOG/FEM	4YRS	GRAY	12/27/2014	14-136/15-001	STRAY	TOT H.S
HEELER/FEM/1	1YR	BLACK	1/9/2015	15-002	STRAY	CLAIMED
PITBULL/MALE	2YRS	WHITE	1/22/2015	15-003	STRAY	CLAIMED
HUSKY/FEM/2YRS	2YRS	BRN/WHITE	1/28/2015	15-004	STRAY	CLAIMED
MIXED/FEM	14YRS	FAWN/BLK	1/30/2015	15-005	STRAY	CLAIMED
ROTT/FEM	2YRS	BLK/TAN	2/2/2015	15-006	STRAY	TOT H.S
BEAGLE X/FEM		WHITE/BRN	2/3/2015	15-007	STRAY	CLAIMED
BULLDOG/FEM	4YRS	WHIT/BRN	2/3/2015	15-008	STRAY	CLAIMED
CHI X/MALE	5YRS	BROWN	2/8/2015	15-009	STRAY	CLAIMED
MIXED/FEM	8YRS	BROWN	2/11/2015	15-010	AMY MAILLISON (NEGLECT CASE)	TOT H.S
MIXED/FEM	11YRS	BLK/BRO	2/11/2015	15-011	AMY MAILLISON (NEGLECT CASE)	TOT H.S
HUSKY/MALE	2YRS	GREY/WHITE	3/7/2015	15-012	STRAY (CITY)	CLAIMED
MIXED/MALE	6MON	BLK/BRO	3/5/2015	15-013	STRAY (CITY)	CLAIMED
CAT/N-MALE	8YRS	WHITE/BLK	2/28/2015	15-014	OWNER RELINQUISHED	TOT H.S
CAT/N-MALE	8YRS	TIGER	2/28/2015	15-015	OWNER RELINQUISHED	TOT H.S
SHEPHERD/FEM	5YRS	BLK/TAN	3/11/2015	15-016	STRAY (DICKSON TWP)	CLAIMED
HUSKY/FEM	5YRS	RED/WHITE	3/11/2015	15-017	STRAY (DICKSON TWP)	CLAIMED
SPANIEL X/MALE	3YRS	BLK/TAN	3/12/2015	15-018	STRAY (MAPLE GROVE TWP)	CLAIMED
TERRIER X/MALE	8YRS	BLK/WHITE	3/12/2015	15-019	STRAY (MAPLE GROVE TWP)	CLAIMED
PITBULL X/MALE	2YRS	WHITE/BLK	3/18/2015	15-020	STRAY (BROWN TWP)	CLAIMED
HUSKY/FEM	12YRS	WHITE	3/18/2015	15-021	STRAY (CITY)	CLAIMED
MIXED/MALE	7YRS	BLACK	3/20/2015	15-022	STRAY (CLEON TWP)	TOT H.S
LAB MIX/MALE	1YR	BLACK	3/22/2015	15-023	STRAY (CITY)	CLAIMED
BEAGLE X/MALE	2YRS	BROWN/BLACK	3/24/2015	15-024	STRAY	CLAIMED
HUSKY/MIX	5YRS	BROWN/WHITE	3/21/2015	15-025	STRAY	TOT H.S
SHEPHERD/MIX	2YRS	TAN/BROWN	4/24/2015	15-026	STRAY	TOT H.S
PITBULL/HUSKY	4YRS	WHITE/TAN	4/28/2015	15-027	STRAY	CLAIMED
PITBULL/MIX	2YR	BROWN/TAN	4/27/2015	15-028	STRAY	TOT H.S
TERRIER X/MALE	7YRS	BROWN/TAN	4/28/2015	15-029	STRAY	TOT H.S
PIT/MIX	1YR	BRINDLE	5/2/2015	15-030	STRAY	TOT H.S
LAB MIX/MALE	1YR	BLACK	5/8/2015	15-031	STRAY	TOT H.S
BEAGLE	2YR	WHITE/BRN	8/7/2015	15-032	STRAY	TOT H.S
LAB MIX/MALE	8YRS	BLACK	5/8/2015	15-033	STRAY	CLAIMED
HOUND MIX	7M	TAN/BROWN	5/8/2015	15-034	STRAY	TOT H.S
LAB/MIX	4YRS	BLACK	6/15/2015	15-035	STRAY	CLAIMED
LAB/MIX	2YRS	BLACK	5/12/2015	15-036	STRAY	TOT H.S
TERRIER X/MALE	3YRS	WHITE	5/17/2015	15-037	STRAY	TOT H.S
SHIH TZU	3YRS	BROWN	5/31/2015	15-038	STRAY	TOT H.S
PITBULL/MIX	1YRS	BROWN	6/8/2015	15-039	STRAY	CLAIMED
BEAGLE MIX	6YRS	BROWN TAN	8/11/2015	15-040	STRAY	CLAIMED
HUSKY MIX	8YRS	TAN/BROWN	6/10/2015	15-041	STRAY	TOT H.S
PITBULL MIX MALE	7YRS	BLACK WHITE	6/10/2015	15-042	STRAY	TOT H.S
PITBULL MIX FEMALE	6MON	BLACK WHITE	6/11/2015	15-043	STRAY	TOT H.S
PITBULL MALE	9YRS	BRINDLE	6/16/2015	15-044	STRAY	CLAIMED
SHEPHERD MIX	6YRS	BLACK	6/22/2015	15-045	STRAY	TOT H.S
AUST.SHEPHERD MIX	5YRS	BROWN	8/29/2015	15-046	STRAY	CLAIMED
HUSKY MIX	4YRS	TRI	8/28/2015	15-047	STRAY	TOT H.S
SPANIEL X/MALE	9YRS	BLACK/WHITE	7/7/2015	15-048	STRAY	CLAIMED
BULL MASTIFF	1.5 YRS	BROWN/GOLD	7/7/2015	15-049	STRAY	CLAIMED
CHI X/MALE	8YRS	BROWN	7/17/2015	15-050	STRAY	TOT H.S
LAB/MIX	4YRS	BLACK/WHITE	7/18/2015	15-051	STRAY	CLAIMED
HOUND MIX	2YRS	BROWN/TAN	7/21/2015	15-052	STRAY	TOT H.S
PITBULL/BOXER	2YRS	TAN/WHITE	7/25/2015	15-053	STRAY	TOT H.S
BASSET HOUND MIX	3YRS	TAN/WHITE	7/29/2015	15-054	STRAY	TOT H.S
BOXER/MIX	4YRS	TAN/BROWN	8/7/2015	15-055	STRAY	CLAIMED
PITBULL/MIX	5YRS	BLUE/BROWN	8/7/2015	15-056	STRAY	CLAIMED
PITBULL/MIX	4YRS	WHITE/BLACK	8/7/2015	15-057	STRAY	TOT H.S
BLACK LAB	3YRS	BLACK	8/8/2015	15-058	STRAY	CLAIMED
COON HOUND	4YRS	TAN/RED	8/8/2015	15-059	STRAY	CLAIMED
CHI X/MALE	10YRS	TAN/BROWN	8/15/2015	15-060	STRAY	CLAIMED
CHI X/MALE	10YRS	BLACK/TAN	8/15/2015	15-061	STRAY	CLAIMED
BULL	1YRS	BRINDLE	8/21/2015	15-062	STRAY	TOT H.S
HUSK	2YRS	WHITE	9/2/2015	15-063	STRAY	CLAIMED
PITBULL MIX	5YRS	BRINDLE	9/3/2015	15-064	STRAY	CLAIMED

PITBULL MIX	2YRS	BLACK/WHITE	9/3/2015	15-085	STRAY	CLAIMED
REU COONHOUND	6YRS	RED	9/8/2015	15-086	STRAY	CLAIMED
SHEPHERD/PITBULL	5YRS	BROWN/BLACK	8/29/2015	15-087	Nikica Miller surrender per officer status	TOT H.S
BEAGLE MALE MIX	3YRS	TAN	9/1/2015	15-088	STRAY	TOT H.S
COON HOUND	4YRS	WHITE/BLACK	9/10/2015	15-089	STRAY	TOT H.S
CHO. LAB	7YRS	BROWN	9/18/2015	15-070	STRAY	CLAIMED
LAB MIX/MALE	2YRS	BLACK	9/17/2015	15-071	STRAY	TOT H.S
CHO. LAB	4YRS	BROWN	9/22/2015	15-072	STRAY	TOT H.S
CORGI MIS	8YRS	BLACK/WHITE	9/28/2015	15-073	STRAY	TOT H.S
GOLDEN RETRIEVER	2YRS	GOLDEN/BLOND	10/2/2015	15-074	STRAY	CLAIMED
HOUND MIX	2YRS	TRI	9/26/2015	15-075	BROUGHT IN BY #S108 10 DAY BITE	TOT H.S
BLACK LAB	1YRS	BLACK	10/7/2015	15-076	STRAY	CLAIMED
LABORDOODLE	2YRS	BLOND	10/10/2015	15-077	STRAY	CLAIMED
SHEPHERD LAB MIX	3YRS	BROWN TAN	10/7/2015	15-078	STRAY	TOT H.S
YORKIE	12YRS	BROWN BLACK	10/7/2015	15-079	STRAY	TOT H.S
HORSE	15YRS	WHITE	10/21/2015	15-080	NEGLECT/PICKARD	transferred
HORSE	4YRS	GREY/WHITE	10/21/2015	15-081	NEGLECT/PICKARD	transferred
HORSE	3YRS	GREY	10/21/2015	15-082	NEGLECT/PICKARD	transferred
DOBIE X	4MON	BLUE	10/21/2015	15-083	NEGLECT/PICKARD	TOT H.S
HUSKY	8WKS	TAN/BLACK	10/21/2015	15-084	NEGLECT/PICKARD	TOT H.S
LABROTT X	10YRS	BLACK	10/21/2015	15-085	NEGLECT/PICKARD	TOT H.S
PIT X	5YRS	BROWN	10/21/2015	15-086	NEGLECT/PICKARD	TOT H.S
HUSKY	5YRS	WHITE	10/21/2015	15-087	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	WHITE	10/21/2015	15-088	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	CREAM/WHITE	10/21/2015	15-089	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	BLK/WHITE	10/21/2015	15-090	NEGLECT/PICKARD	TOT H.S
HUSKY	4-5YRS	BRN/WHITE	10/21/2015	15-091	NEGLECT/PICKARD	TOT H.S
HUSKY	3YRS	BRN/WHITE	10/21/2015	15-092	NEGLECT/PICKARD	TOT H.S
LAB X	2YRS	BLK/WHITE	10/21/2015	15-093	NEGLECT/PICKARD	TOT H.S
LABX	2YRS	BLK/WHITE	10/21/2015	15-094	NEGLECT/PICKARD	TOT H.S
LAB X	2YRS	BLK/WHITE	10/21/2015	15-095	NEGLECT/PICKARD	TOT H.S
HUSKY	4-5YRS	RED/WHITE	10/21/2015	15-096	NEGLECT/PICKARD	TOT H.S
HUSKY	3-4YRS	RED/WHITE	10/21/2015	15-097	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	RED	10/21/2015	15-098	NEGLECT/PICKARD	TOT H.S
HUSKY X	3-4YRS	BLK/TAN	10/21/2015	15-099	NEGLECT/PICKARD	TOT H.S
HUSKY X	2YRS	BLK/WHITE	10/21/2015	15-100	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	ORANGE/WHITE	10/21/2015	15-101	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	BLK/WHITE	10/21/2015	15-102	NEGLECT/PICKARD	TOT H.S
HUSKY	2-3YRS	ORANGE/WHITE	10/21/2015	15-103	NEGLECT/PICKARD	TOT H.S
HUSKY	4YRS	WHITE	10/21/2015	15-104	NEGLECT/PICKARD	TOT H.S
MIXED	3YRS	BLK/WHITE	10/21/2015	15-105	NEGLECT/PICKARD	TOT H.S
MIXED	2YRS	BLK/WHITE	10/21/2015	15-106	NEGLECT/PICKARD	TOT H.S
MIXED	2YRS	BLK/WHITE	10/21/2015	15-107	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	WHITE/GRY	10/21/2015	15-108	NEGLECT/PICKARD	TOT H.S
HUSKY	2YRS	WHITE/GRY	10/21/2015	15-109	NEGLECT/PICKARD	ETH
BEAGLE MIX	3YRS	WHITE/BLACK	10/20/2015	15-110	STRAY	TOT H.S
SHEP X/FEM	2YRS	WHITE/TAN	10/24/2015	15-111	STRAY	TOT H.S
TERRIER X/MALE	5YRS	BLK/GRY	10/23/2015	15-112	STRAY	TOT H.S
PIT X/FEM	2YRS	BLK/WHITE	10/30/2015	15-113	STRAY	TOT H.S
CAT/MALE	3MON	BLACK	11/1/2015	15-114	10 DAY BITE	TOT H.S
MIXED/FEM	3YRS	BLK/WHITE	11/8/2015	15-115	STRAY (MANISTEE TWP)	CLAIMED
LAB/MALE	2YRS	BLACK	11/23/2015	15-116	STRAY (MANISTEE TWP)	TOT H.S
PITBULL/MALE	1.5YRS	TAN/WHITE	11/23/2015	15-117	STRAY (BEAR LAKE TWP)	TOT H.S
BLACK LAB	1.5YRS	BLACK	11/24/2015	15-118	STRAY (WELLSTON)	CLAIMED
HUSKY/FEM	1DAY	TAN/WHITE	11/28/2015	15-119	ANIMAL CONTROL	TOT H.S
HUSKY/FEM	1DAY	TAN/WHITE	11/28/2015	15-120	ANIMAL CONTROL	TOT H.S
HUSKY/MALE	1DAY	TAN/WHITE	11/28/2015	15-121	ANIMAL CONTROL	TOT H.S
HUSKY/MALE	1DAY	TAN/WHITE	11/28/2015	15-122	ANIMAL CONTROL	TOT H.S
HUSKY/MALE	1DAY	TAN/WHITE	11/28/2015	15-123	ANIMAL CONTROL	TOT H.S
BASSET X/FEM	4YRS	WHITE	12/8/2015	15-124	STRAY(MANISTEE TWP)	CLAIMED
COLLIE X/MALE	4MON	BLK/WHITE	12/8/2015	15-125	STRAY (NORMAN TWP)	TOT H.S
BOXER/MIX	4MON	BRINDLE	12/8/2015	15-126	STRAY (CITY)	TOT H.S
LAB X/M	4YRS	BLACK	12/22/2015	15-127	STRAY (MANISTEE TWP)	TOT H.S
SETTER X/MALE	2YRS	BLACK/BROWN	12/31/2015	15-128	STRAY (MANISTEE TWP)	CLAIMED

(F-3)

(E-4)

DATE	COMPL. #	COMPLAINT INFORMATION
1/20/2015	1	DRAL (MANISTEE TWP)
1/23/2015	2	LOST DOG (ONEKAMA)
1/23/2015	3	DRAL (KALEVA)
1/18/2015	4	FOUND DOG (BENZIE CO.)
1/17/2015	5	FOUND DOG (MARILLA TWP)
1/18/2015	6	LOST DOG (CITY)
1/18/2015	7	LOST DOG (PLEASANTON TWP)
1/18/2015	8	FOUND DOG (KALEVA)
1/14/2015	9	FOUND DOG (PLEASANTON TWP)
1/8/2015	10	DRAL (CITY)
1/6/2015	11	POSS NEGLECT (MANISTEE TWP)
1/5/2015	12	POSS NEGLECT (KALEVA)
1/10/2015	13	STRAY DOG (FILER TWP)
1/10/2015	14	STRAY DOG (FILER TWP)
1/10/2015	15	LOST DOGS (CITY)
1/11/2015	16	DRAL (CITY)
1/7/2015	17	DRAL (ONEKAMA)
1/8/2015	18	DRAL (FILER TWP)
1/9/2015	19	POSS NEGLECT (CITY)
1/7/2015	20	DRAL (CITY)
1/8/2015	21	LOST DOGS (BENZIE CO.)
1/8/2015	22	STRAY DOG (FILER TWP)
1/8/2015	23	LOST DOGS (WEXFORD CO.)
1/7/2015	24	POSS NEGLECT LIVESTOCK (BROWN TWP)
2/23/2015	25	CAT COMPLAINT (CITY)
2/23/2015	26	STRAY DOG (DICKSON TWP)
2/22/2015	27	POSS NEGLECT (CITY)
2/22/2015	28	FOUND DOG (BEAR LAKE TWP)
2/20/2015	29	DRAL (NORMAN TWP)
2/20/2015	30	STRAY DOG (CITY)
2/13/2015	31	DRAL (MANISTEE TWP)
2/18/2015	32	STRAY DOG (MAPLE GROVE TWP)
2/8/2015	33	DRAL/POSS NEGLECT (BROWN TWP)
2/16/2015	34	CAT COMPLAINT (MANISTEE TWP)
2/14/2015	35	STRAY DOG (COPEMESH)
2/14/2015	36	DRAL (TRIBAL LAND)

2/11/2015	37	DRAL (BEAR LAKE TWP)
2/7/2015	38	LOST DOG (MANISTEE TWP)
2/3/2015	39	DRAL (STRONACH TWP)
2/3/2015	40	FOUND DOG (BEAR LAKE TWP)
1/30/2015	41	FOUND DOG (CLEON TWP)
2/2/2015	42	LOST DOG (PLEASANTON TWP)
2/1/2015	43	DRAL (FILER TWP)
2/2/2015	44	STRAY DOG (NORMAN TWP)
1/30/2015	45	LOST DOG (CITY)
1/30/2015	46	LOST DOG (MASON COUNTY)
1/30/2015	47	POSS NEGLECT (CITY)
1/29/2015	48	STRAY DOG (CITY)
1/28/2015	49	HORSES RAL (DICKSON TWP)
1/28/2015	50	LIVESTOCK LOST (STRONACH TWP)
1/27/2015	51	DRAL (FILER TWP)
3/12/2015	62	STRAYS (MAPLE GROVE TWP)
3/18/2015	53	STRAY DOG (FILER TWP)
3/18/2015	54	STRAY DOGS (CLEON TWP)
3/18/2015	55	DRAL (VILLAGE OF BEAR LAKE)
3/18/2015	56	STRAY DOG (MANISTEE TWP)
3/18/2015	57	STRAY DOG (BROWN TWP)
3/13/2015	58	LOST DOG (MAPLE GROVE TWP)
3/13/2015	59	LOST DOGS (BROWN TWP)
3/13/2015	60	LIVESTOCK RAL (BROWN TWP)
3/13/2015	61	STRAY DOG (CITY)
3/15/2015	62	STRAY DOG (FILER TWP)
3/18/2015	63	STRAY DOGS (FILER TWP)
3/17/2015	64	STRAY DOG (NORMAN TWP)
3/17/2015	65	STRAY DOGS (CLEON TWP)
3/17/2015	66	FOUND DOG (ARCADIA TWP)
3/18/2015	67	POSS NEGLECT (NORMAN TWP)
3/18/2015	68	STRAY DOG (CITY)
3/17/2015	69	DRAL (SPRINGDALE TWP)
3/18/2015	70	DRAL (SPRINGDALE TWP)
3/19/2015	71	LOST DOG (MANISTEE TWP)

3/17/2015	72	CAT COMPLAINT (NORMAN TWP)
3/11/2015	73	LOST DOGS (DICKSON TWP)
3/11/2015	74	STRAY DOGS (DICKSON TWP)
3/10/2015	75	DRAL (VILLAGE OF ONEKAMA)

(E-5)

3/12/2015	76	DOG VS CAR (NORMAN TWP)
3/10/2015	77	LOST DOG (CLEON TWP)
3/10/2015	78	DRAL (KALEVA)
2/25/2015	79	KENNEL INSPECTION (STRONACH TWP)
2/25/2015	80	KENNEL INSPECTION (MANISTEE TWP)
3/4/2015	81	DRAL (ONEKAMA TWP)
3/5/2015	82	DRAL (CITY)
3/5/2015	83	STRAY DOG (CITY)
3/6/2015	84	LOST DOG (CITY)
3/7/2015	85	FOUND DOG (CITY)
3/8/2015	86	STRAY DOG (CITY)
3/8/2015	87	FOUND DOG (MASON COUNTY)
3/8/2015	88	LOST DOGS (BEAR LAKE TWP)
3/8/2015	89	LOST DOG (ANTRIM COUNTY)
3/9/2015	90	FOUND DOG (CITY)
3/6/2015	91	LOST DOG
3/10/2015	92	BARKING DOG/DRAL (KALEVA)
3/30/2015	93	DRAL (CITY)
4/8/2015	94	LOST DOG (FILER TWP)
4/8/2015	95	LOST DOG (ARCADIA TWP)
4/11/2015	96	LOST DOG (BEAR LAKE TWP)
4/12/2015	97	STRAY DOG (MAPLE GROVE TWP)
4/12/2015	98	STRAY DOG (CITY)
4/14/2015	99	LOST DOG (PLEASANTON TWP)
3/23/2015	100	STRAY DOG (MAPLE GROVE TWP)
3/24/2015	101	LOST DOG (NORMAN TWP)
3/28/2015	102	DRAL (CITY)
3/22/2015	103	DRAL (CITY)
3/22/2015	104	STRAY DOG (ONEKAMA)
3/20/2015	105	LOST DOG (KALEVA)
3/20/2015	106	STRAY DOG (COPEMISH)
3/28/2015	107	DRAL (KALEVA)
3/29/2015	108	DRAL (MARILLA TWP)
4/22/2015	109	LOST DOG (CITY)
4/21/2015	110	LOST DOG (NORMAN TWP)
4/29/2015	111	LOST DOG (ONEKAMA)
4/7/2015	112	BARKING DOG (CITY)
4/7/2015	113	DOG BITE COMPLAINT (NORMAN TWP)
4/8/2015	114	DEAD DOG (MANISTEE TWP)
4/17/2015	115	STRAY DOG (CITY)
4/17/2015	116	DRAL (DICKSON TWP)
4/18/2015	117	STRAY DOG (BEAR LAKE TWP)
4/20/2015	118	LOST CAT (CITY)
4/26/2015	119	STRAY DOG (SPRINGDALE TWP)
4/27/2015	120	LOST DOG (FILER TWP)
5/5/2015	121	DRAL (MARILLA TWP)
4/30/2015	122	AGGRESSIVE DOG (BEAR LAKE)
4/27/2015	123	STRAY DOG (FILER TWP)
4/25/2015	124	POSS NEGLECT (COPEMISH)
4/24/2015	125	STRAY DOG (DICKSON TWP)
4/23/2015	126	POSS NEGLECT (STRONACH TWP)
4/20/2015	127	AGGRESSIVE DOG (MANISTEE TWP)
4/15/2015	128	DOG KILLED CAT (DICKSON TWP)
4/16/2015	129	DOG IN VEHICLE (DICKSON TWP)
4/11/2015	130	BARKING DOG (FILER TWP)
4/23/2015	131	DRAL (FILER TWP)
5/26/2015	132	STRAY DOG (CITY)
5/26/2015	133	STRAY DOG (BEAR LAKE)
5/26/2015	134	STRAY DOG (KALEVA)
5/25/2015	135	LOST DOG (ARCADIA TWP)
5/26/2015	136	STRAY DOG (MANISTEE TWP)
5/23/2015	137	DOG IN VEHICLE (MANISTEE TWP)
5/23/2015	138	STRAY DOG (BEAR LAKE TWP)
5/22/2015	139	STRAY DOG (BEAR LAKE TWP)
5/23/2015	140	LIVESTOCK RAL (CLEON TWP)
5/22/2015	141	LOST DOG (CITY)
5/18/2015	142	LIVESTOCK COMPLAINT (MANISTEE TWP)
5/18/2015	143	BARKING DOG (MANISTEE TWP)

(E-6)

5/18/2015	145	POSS NEGLECT LIVESTOCK (BROWN TWP)
5/19/2015	146	STRAY DOG (FILER TWP)
5/19/2015	147	POSS NEGLECT (BROWN TWP)
5/19/2015	148	AGGRESSIVE DOG (CITY)
5/13/2015	149	LOST DOG (CITY)
5/14/2015	150	STRAY DOG (SPRINGDALE TWP)
5/13/2015	151	STRAY DOG (KALEVA)
5/13/2015	152	STRAY DOG (ARCADIA TWP)
5/12/2015	153	STRAY DOG (BEAR LAKE TWP)
5/12/2015	154	STRAY DOG (CITY)
5/27/2015	156	STRAY DOGS (STRONACH TWP)
5/27/2015	156	LOST DOG (CITY)
5/27/2015	157	STRAY DOG (FILER TWP)
5/27/2015	158	STRAY DOG (FILER TWP)
5/28/2015	159	DOG IN VEHICLE (MANISTEE TWP)
5/29/2015	160	DRAL (CITY)
5/31/2015	161	STRAY DOG (CITY)
5/11/2015	162	STRAY DOG (DICKSON TWP)
5/10/2015	163	STRAY DOG (ARCADIA TWP)
5/10/2015	164	DRAL (CITY)
5/8/2015	165	STRAY DOG (CITY)
5/8/2015	166	LOST DOG (CITY)
5/4/2015	167	STRAY DOG (CITY)
5/4/2015	168	STRAY DOG (NORMAN TWP)
5/2/2015	169	STRAY DOG (NORMAN TWP)
4/29/2015	170	STRAY DOG (CITY)
4/28/2015	171	LOST DOG (CITY)
4/28/2015	172	STRAY DOG (CITY)
5/3/2015	173	STRAY DOG (DICKSON TWP)
5/3/2015	174	STRAY DOG (MAPLE GROVE TWP)
5/3/2015	175	POSS RABIES EXPOSURE (CITY)
5/5/2015	176	LIVESTOCK RAL (BEAR LAKE TWP)
5/5/2015	177	DOG IN VEHICLE (CITY)
5/6/2015	178	STRAY DOG (CLEON TWP)
5/6/2015	179	STRAY DOG (MANISTEE TWP)
5/7/2015	180	STRAY DOG (EAST LAKE VILLAGE)
5/7/2015	181	LIVESTOCK RAL (BROWN TWP)
5/8/2015	182	LOST DOGS (DICKSON TWP)
5/10/2015	183	LOST DOG (DICKSON TWP)
5/10/2015	184	DOG BITE (BEAR LAKE VILLAGE)
5/10/2015	185	LOST DOG (SPRINGDALE TWP)
5/10/2015	186	LOST DOG (MAPLE GROVE TWP)
5/11/2015	187	FOUND DOG (NORMAN TWP)
5/11/2015	188	DOG AT RESIDENCE (SPRINGDALE TWP)
5/11/2015	189	LOST DOG (MASON COUNTY)
5/11/2015	190	POSS CRUELTY (BEAR LAKE TWP)
5/12/2015	191	STRAY DOG (CITY)
5/14/2015	192	STRAY DOG (BEAR LAKE TWP)
5/18/2015	193	DOG BITE (SPRINGDALE TWP)
5/18/2015	194	DRAL (VILLAGE OF BEAR LAKE)
5/18/2015	195	STRAY DOG (MANISTEE TWP)
5/4/2015	196	CAT COMPLAINT (CITY)
5/4/2015	197	STRAY DOG (CITY)
5/8/2015	198	DOG VS DOG (CITY)
5/8/2015	199	STRAY DOG (CITY)
5/8/2015	200	LOST DOG (CITY)
5/10/2015	201	DRAL (CITY)
5/10/2015	202	STRAY DOGS (STRONACH TWP)
5/18/2015	203	DRAL (CITY)
5/18/2015	204	STRAY DOG (CITY)
5/18/2015	205	STRAY DOG (CITY)
5/20/2015	206	LOST DOG (MANISTEE TWP)
5/20/2015	207	DOG IN VEHICLE (CITY)
5/22/2015	208	LOST DOG (ARCADIA TWP)
5/22/2015	209	POSS NEGLECT (SPRINGDALE TWP)
5/22/2015	210	DOG NO SHELTER (DICKSON TWP)
5/22/2015	211	BARKING DOG (VILLAGE OF BEAR LAKE)
5/24/2015	212	LOST DOG (BENZIE CO.)
5/24/2015	213	LOST DOG (MANISTEE TWP)

(E-7)

6/26/2015	214	STRAY DOG (MAPLE GROVE TWP)
6/27/2015	215	BARKING DOG (DICKSON TWP)
6/29/2015	216	DOG BITE (VILLAGE OF ONEKAMA)
6/29/2015	217	DOG IN VEHICLE (CITY)
6/29/2015	218	STRAY DOG (STRONACH TWP)
6/27/2016	219	DRAL (CITY)
6/27/2015	220	DRAL (CITY)
6/29/2015	221	AGGRESSIVE DOG (SPRINGDALE TWP)
6/24/2015	222	DRAL (CITY)
6/24/2015	223	DRAL (CITY)
6/29/2015	224	LOST DOG (MANISTEE TWP)
6/29/2015	225	DOG IN VEHICLE (CITY)
6/29/2015	226	LOST DOG (MANISTEE TWP)
6/29/2015	227	STRAY DOG (MANISTEE TWP)
6/29/2015	228	DRAL (MANISTEE TWP)
6/29/2015	229	DOG AT POUND (MANISTEE TWP)
6/30/2015	230	DRAL (MANISTEE TWP)
6/30/2015	231	LOST DOG
7/1/2015	232	LOST DOG (CITY)
7/1/2015	233	LOST DOG (PLEASANTON TWP)
7/2/2015	234	BARKING DOG (CITY)
7/3/2015	235	LOST DOG (CITY)
7/3/2015	236	DRAL (MAPLE GROVE TWP)
7/3/2015	237	LOST DOG (CITY)
7/3/2015	238	STRAY DOG (STRONACH TWP)
7/4/2015	239	LIVESTOCK RAL (MAPLE GROVE TWP)
7/4/2015	240	STRAY DOG (CITY)
7/4/2015	241	DOG BITE (CITY)
7/4/2015	242	DRAL (MANISTEE TWP)
7/4/2015	243	LOST DOGS (DICKSON TWP)
7/5/2015	244	STRAY DOG (CLEON TWP)
7/5/2015	245	LOST DOG (SPRINGDALE TWP)
7/5/2015	246	LOST DOG (SPRINGDALE TWP)
7/5/2015	247	LOST DOG (FILER TWP)
7/5/2015	248	LOST DOG (MANISTEE TWP)
7/12/2015	249	LOST DOG (CITY)
7/5/2015	250	DRAL (DICKSON TWP)
7/5/2015	251	LOST DOG (CITY)
7/5/2015	252	DRAL (FILER TWP)
7/12/2015	253	DOG IN VEHICLE (CITY)
7/5/2015	254	DOG COMPLAINT (CITY)
7/5/2015	255	DRAL (CITY)
7/5/2015	256	DOG BITE (DICKSON TWP)
7/5/2015	257	STRAY DOG (MANISTEE TWP)
7/5/2015	258	LOST DOG (KALEVA)
7/5/2015	259	DOG BITE
7/10/2015	260	STRAY DOG (CITY)
7/10/2015	261	LOST DOG (FILER TWP)
7/11/2015	262	LOST DOGS (ONEKAMA)
7/11/2015	263	LOST DOG (NORMAN TWP)
7/11/2015	264	LOST DOG (NORMAN TWP)
7/11/2015	265	LOST DOG (CITY)
7/13/2015	266	POSS NEGLECT (KALEVA)
7/12/2015	267	CIVIL ISSUE REGARDING DOG (EAST LAKE)
7/13/2015	268	LOST DOGS (CLEON TWP)
7/13/2015	269	STRAY DOG (CITY)
7/13/2015	270	LIVESTOCK COMPLAINT (T-VILLE)
7/14/2015	271	DRAL (NORMAN TWP)
7/14/2015	272	STRAY DOG (BEAR LAKE TWP)
7/14/2015	273	STRAY DOG (CITY)
7/14/2015	274	LIVESTOCK COMPLAINT (MARILLA TWP)
7/14/2015	275	LOST DOG (FILER TWP)
7/14/2015	276	STRAY DOG (FILER TWP)
7/14/2015	277	POSS NEGLECT (NORMAN TWP)
7/14/2015	278	LOST DOG (CITY)
7/15/2015	279	LOST DOG (CITY)
7/15/2015	280	STRAY DOG (CITY)
7/16/2015	281	STRAY DOG (CITY)
7/16/2015	282	POSS NEGLECT (SPRINGDALE TWP)

7/19/2015	283	LOST DOG (MAPLE GROVE TWP)
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(E-8)

7/19/2015	284	LOST DOG (ONEKAMA)
7/19/2015	285	DOG VS CAR
7/20/2015	286	STRAY DOG (BEAR LAKE)
7/20/2015	287	STRAY DOG (BEAR LAKE TWP)
7/20/2015	288	LOST DOGS (CITY)
7/22/2015	289	LOST DOG (CITY)
7/24/2015	290	DOG VS DOG (SPRINGDALE TWP)
7/25/2015	291	DOG IN VEHICLE (FILER TWP)
7/25/2015	292	STRAY DOG (CITY)
7/24/2015	293	STRAY DOG (KALEVA)
7/24/2015	294	DOG BITE
7/26/2015	295	LOST DOG (NORMAN TWP)
7/27/2015	296	DRAL (CLEON TWP)
7/27/2015	297	DRAL (NORMAN TWP)
7/27/2015	298	STRAY DOG (PLEASANTON TWP)
7/28/2015	299	STRAY DOG (PLEASANTON TWP)
7/29/2015	300	LOST DOG (BEAR LAKE TWP)
7/29/2015	301	DRAL (ONEKAMA VILLAGE)
7/29/2015	302	STRAY DOG (MASON COUNTY)
8-29-15	303	LOST DOG (DICKSON TWP)
7/30/2015	304	LOST DOG (SPRINGDALE TWP)
7/30/2015	305	DOG IN VEHICLE (KALEVA)
7/31/2015	306	LIVESTOCK RAL (NORMAN TWP)
7/31/2015	307	LOST DOG (CITY)
8/1/2015	308	LIVESTOCK RAL (NORMAN TWP)
8/1/2015	309	STRAY DOG (NORMAN TWP)
8/2/2015	310	CIVIL MATTER (NORMAN TWP)
8/2/2015	311	DOG VS CAR (BROWN TWP)
8/5/2015	312	BARKING DOG (STRONACH TWP)
8/8/2015	313	DOG BITE (KALEVA)
8/8/2015	314	LOST DOG (CITY)
8/5/2015	316	DRAL (BEAR LAKE TWP)
8/4/2015	316	LOST DOG (NORMAN TWP)
8/11/2015	317	CAT COMPLAINT (EAST LAKE)
8/7/2015	318	STRAY DOG (CITY)
8/7/2015	319	CAT BITE (MANISTEE TWP)
8/7/2015	320	POSS NEGLECT (MARILLA TWP)
8/7/2015	321	POSS NEGLECT (CITY)
8/7/2015	322	STRAY DOG (NORMAN TWP)
8/8/2015	323	STRAY DOG (CITY)
8/10/2015	324	POSS NEGLECT (DICKSON TWP)
8/10/2015	325	CAT BITE (FILER TWP)
8/11/2015	326	LOST DOG (LAKE COUNTY)
8/12/2015	327	STRAY DOG (CITY)
8/12/2015	328	LOST DOG (FILER TWP)
8/13/2015	329	STRAY DOG (MANISTEE TWP)
8/14/2015	330	DRAL (ARCADIA TWP)
8/14/2015	331	DOG BITE (CITY)
8/14/2015	332	DOGS ON BEACH (CITY)
8/15/2015	333	STRAY DOGS (CITY)
8/15/2015	334	DRAL (SPRINGDALE TWP)
8/15/2015	335	DRAL (ONEKAMA TWP)
8/15/2015	336	DOG VS POULTRY (DICKSON TWP)
8/16/2015	337	POSS NEGLECT (CITY)
8/17/2015	338	POSS NEGLECT (BEAR LAKE TWP)
8/18/2015	339	LOST DOG (MASON COUNTY)
8/18/2015	340	LOST DOGS (DICKSON TWP)
8/20/2015	341	POSS NEGLECT (CITY)
8/20/2015	342	CAT COMPLAINT (CITY)
8/24/2015	343	LOST DOG (LAKE COUNTY)
8/28/2015	344	STRAY DOG (NORMAN TWP)
8/28/2015	345	LOST DOG (CITY)
8/31/2015	346	FOUND DOG (CITY)
8/11/2015	347	FOUND DOG (CITY)
8/12/2015	348	STRAY DOG (NORMAN TWP)
8/28/2015	348	LOST DOG (CITY)
8/25/2015	350	STRAY DOG (PLEASANTON TWP)
8/22/2015	351	BARKING DOG (CITY)

8/18/2015	352	LOST DOG (MANISTEE TWP)
8/19/2015	353	LOST DOG (MANISTEE TWP)
8/11/2015	354	LOST DOG (STRONACH TWP)
8/31/2015	355	DRAL (CITY)

(E-9)

8/2/2015	356	STRAY DOG (SPRINGDALE TWP)
8/2/2015	357	LOST DOG (BEAR LAKE TWP)
8/3/2015	358	INJURED DOG (CITY)
8/3/2015	359	STRAY DOGS (CITY)
8/7/2015	360	STRAY DOGS (ARCADIA TWP)
8/7/2015	361	STRAY DOG (BEAR LAKE TWP)
8/7/2015	362	DRAL (KALEVA)
8/8/2015	363	STRAY DOG (BEAR LAKE TWP)
8/8/2015	364	STRAY DOG (BEAR LAKE TWP)
8/9/2015	365	STRAY GOATS (BROWN TWP)
8/10/2015	366	STRAY DOG (ARCADIA TWP)
9/27/2015	367	STRAY DOG (PLEASANTON TWP)
9/29/2015	368	LOST DOG (CITY)
9/30/2015	369	LOST DOGS (MAPLE GROVE TWP)
9/30/2015	370	LOST DOG (BROWN TWP)
10/1/2015	371	DOG VS MAILMAN
10/1/2015	372	DRAL (CITY)
10/3/2015	373	DRAL (CITY)
10/6/2015	374	STRAY DOG (STRONACH TWP)
10/7/2015	375	STRAY DOG (MANISTEE TWP)
10/7/2015	376	STRAY DOG (CLEON TWP)
10/7/2015	377	STRAY DOG (CITY)
10/10/2015	378	STRAY DOG (CITY)
10/10/2015	379	STRAY DOG (ONEKAMA)
10/11/2015	380	DOG BITE
10/16/2015	381	LOST DOG (CITY)
10/16/2015	382	STRAY DOG (CITY)
10/21/2015	383	CAT COMPLAINT (DICKSON TWP)
10/20/2015	384	STRAY DOG (DICKSON TWP)
10/21/2015	385	CRUELTY CASE (MARILLA TWP)
10/28/2015	386	STRAY DOGS (BROWN TWP)
10/23/2015	387	STRAY DOG (CITY)
10/22/2015	388	STRAY DOG (CITY)
8/10/2015	389	CAT BITE (PILER TWP)
10/28/2015	390	DOG BITE (NORMAN TWP)
10/11/2015	391	DOG BITE (MANISTEE TWP)
10/28/2015	392	DOG BITE (STRONACH TWP)
10/28/2015	393	LIVESTOCK RAL (STRONACH TWP)
10/28/2015	394	STRAY DOG (CITY)
10/29/2015	395	STRAY DOG (CITY)
10/29/2015	396	LOST DOGS (MARILLA TWP)
10/30/2015	397	POSS NEGLECT (ONEKAMA)
10/30/2015	398	LOST DOG (STRONACH TWP)
11/2/2015	399	STRAY DOG (CITY)
11/1/2015	400	LOST DOGS (CLEON TWP)
11/3/2015	401	STRAY DOG (CITY)
11/6/2015	402	DOG LEFT OUTSIDE (CLEON TWP)
11/8/2015	403	STRAY DOG (MANISTEE TWP)
11/1/2015	404	CAT BITE (STRONACH TWP)
11/7/2015	405	STRAY DOG (NORMAN TWP)
11/8/2015	406	DRAL (CITY)
11/8/2015	407	LOST DOG (CITY)
11/10/2015	408	DOG VS CAR
11/9/2015	409	STRAY DOGS (CITY)
11/9/2015	410	DRAL (CITY)
11/7/2015	411	DRAL (MARILLA TWP)
11/11/2015	412	HORSE RAL (MARILLA TWP)
12/12/2015	413	VET RUN (PICKARD DOG)
11/12/2015	414	STRAY DOG (KALEVA)
11/12/2015	415	HORSE RAL (MARILLA TWP)
11/7/2015	416	DRAL (MARILLA TWP)
12/1/2015	417	STRAY DOG (MANISTEE TWP)
11/30/2015	418	CAT BITE (MAPLE GROVE TWP)
11/27/2015	419	STRAY DOG (CITY)
11/28/2015	420	STRAY DOG (CITY)

[Redacted]

11/30/2015	421	STRAY DOG (MARILLA TWP)
11/8/2015	422	STRAY DOG (MANISTEE TWP)
11/26/2015	423	POSS LIVESTOCK NEGLECT (BROWN TWP)
11/30/2015	424	DRAL COMPLAINT (STRONACH TWP)
11/26/2015	425	LIVESTOCK RAL (MANISTEE TWP)
11/24/2015	426	DOG BITE
11/20/2015	427	LIVESTOCK RAL (NORMAN TWP)



SHERIFF Dale Kowalkowski
ADMIN 231.723.8393
FAX 231.723.1408

(APPENDIX F-1)

SHERIFF'S OFFICE • 1525 E. Parkdale Ave • Manistee, MI 49661

January 4, 2016

State of the Manistee County Correctional Facility

First Quarter- FY ^{2015/16}~~2016-17~~

Staffing

We conducted initial (meet and greet) interviews for the Corrections Technician position on the 17th and 19th of October. From this group we narrowed the field to a final four, one of which bowed out prior to the next round which was held on December 14th. After placing our top three applicants in order of recommendation we had another individual drop out

This is a very time consuming process and expensive, we (the County) have to remain vigilant and be proactive especially with upcoming expected departures. This is inevitable and need to prepare now for something we know is coming. With the Virtual Boarders Program in limbo we have been only able to generate approximately \$29,000 in boarding revenue so far this fiscal year from Wexford County. My hope is that we can continue the hiring process as laid out in the budget. I'm sure Wexford will pick back up and we should know more about the VBP in the next quarter.

The Assistant Administrator and I have had one on ones with all staff, we are scheduled to have a full staff meeting on January 12th.

We had one individual out on medical leave for most of October

~~██████████~~ Dale Carnegie training was rescheduled for the spring

I was selected as co-chair for the MMRMA corrections committee and attended our first meeting October 14th. We elected committee positions and had a round table session briefly discussing our concerns.

(F-2)

Virtual Boarders Program

The long awaited Virtual Boarders program appears to be more of a bureaucratic delay as opposed to a computer glitch. Robin Gilbert and I have been in touch working out the details of this collaboration that benefit all involved. I will keep you up to date via email as information comes available. I am optimistically confident the program will move forward.

Again, to refresh, is to have 8 low security level individuals housed here as "prisoner work crews" transported primarily Monday through Friday (some weekends) to and by the Oaks Correctional Facility staff for work crew duties. We will charge the State \$35.00 per day for housing plus medical. The revenue stream generated would be \$280 per day, providing that the number stays consistent, the annual revenue from housing would be in excess of \$100,000. I believe a portion of that revenue approximately 15 -20% would relate to costs such as meals and water usage.

This is the current plan that has been put together:

0615 Oaks Correctional Facility Officer arrives at Manistee County Correctional Facility to pick up workers

- Monday through Friday—8 workers
- Saturday, Sunday, State Holidays—2 workers maximum (will most likely be only 1)
- All prisoners will be strip searched and put on complete set of clothing (Oaks) to be worn while on work detail (including underwear).
- Manistee clothing will be placed into a tote and held until prisoner workers return from their work detail.
- Oaks Correctional will provide *lunch meal* for all prisoner workers.
- Oaks Correctional staff will provide all needed supervision for prisoner workers.
- In case of a practice mobilization at the Oaks Facility, Oaks Correctional staff will return the prisoner workers to Manistee County Correctional Facility.

1615 Oaks Correctional Facility Officer arrives at Manistee County Correctional Facility to drop off workers

- All prisoners will be strip searched and put on Manistee clothing (including underwear).
- All clothing worn while on work detail will be placed into a tote until next work day.
- Work detail clothing will be searched by Manistee Correctional Officers, laundered on facility laundry day, and then placed back into tote after being searched by Manistee Correctional Officers.

(F-3)

Corrections Technician Position

We have moved forward with hiring one position for now pending additional revenue generation.

There is currently a letter of agreement in the works

Schedule

The Schedule per your direction has been changed to reflect the contract and reduce bookkeeping headaches. It will go into effect January 10th and shall be monitored to determine its effectiveness and functionality.

Training

Training it is active and properly documented as required and are meeting MSCTC requirements. Relias online Learning is being completed by staff and firearms training was completed the first week in December.

Facility/ Grounds and Maintenance Issues

As you know several of the maintenance issues are being addressed. D Block renovations are completed and long overdue. Currently LED bulbs are being installed as part of the county's green initiative. Floors have been stripped and painting is ongoing in rooms that are not for housing. The rest of the housing units need new paint and minors renovations. We are still waiting for the sewer hook up to occur.

The Laundry budget was transferred from Bruce Schimke's budget we switched to a different vendor because the inmate clothing was not looking or smelling clean. The change was dramatic, all the laundry was cleaner, brighter and smelled clean.

Installation of the new dryer was completed

All of the requested items through the contingency fund were obtained and put in place. Many of these items were long overdue.

Commissary

Continued reduction in spending *out* of Commissary is still being accomplished by purchasing hygiene items in bulk and having individuals package them on site.

Stellar Services is doing very good job providing commissary and support with and issues that arise. We are having some issues with check numbers not being correct. Stellar is working to correct it.

Revenue Generation/ Cost reductions General Fund

Continually examining current vendors I have already reduced some spending.

(F-4)

Policy and Procedures

We have just completed our final review of Facility P & P I will soon forward them on to you and the Undersheriff for review, revision and approval.

Programs

The Sheriff's Work Program sentence reduction was researched and presented to Judge Thompson and was signed by both Judge Thompson and Judge Brunner. The work time reduction has already been implemented

Facility Statistics Overview are attached

Sincerely



Lt. Steven M. Pizzala

Attachments:

October, November, December- Arrests

Jail Statistics for October, November, December

Most recent Centra Wellness Network report

(F-5)

RUN DATE 01-11-2016 10:06

MANISTEE COUNTY SHERIFF'S OFFICE

PAGE 1 of 1

ARRESTS BY DEPARTMENT FOR	
DEPARTMENT	ARRESTS
MANISTEE COUNTY SHERIFFS OFFICE	99
MICHIGAN STATE POLICE POST #71	26
MANISTEE CITY POLICE DEPARTMENT	68
LANSING DEPT OF CORRECTIONS	1
WEXFORD CO SO	1
LITTLE RIVER TRIBAL POLICE	10
SCCENT	2
DEPARTMENT OF NATURAL RESOURCES	1
	3
Total Arrests	211
Number Of Departments	9

(F-6)

JAIL STATISTICS FOR 10-01-2015 TO 12-31-2015					
	ADULT MALES	ADULT FEMALE	JUVENILE MALES	JUVENILE FEMALE	TOTAL
NUMBER BOOKED DURING THE DATE RANGE	148	85	0	0	0
NUMBER OF COUNTY RESIDENTS	97	49	0	0	0
NUMBER RELEASED FOR THE MONTH	154	84	0	1	3
AVERAGE STAY (IN DAYS)	16.88	11.88	0	4.00	4.39
ASIAN OR PACIFIC ISLANDER	0	0	0	0	0
BLACK	10	1	0	0	0
HISPANIC	4	2	0	0	0
AMERICAN INDIAN OR ALASKAN NATIVE	9	5	0	0	0
UNKNOWN	0	0	0	0	0
WHITE	124	54	0	0	0
NUMBER CHARGED WITH FELONIES	61	22	0	0	0
NUMBER CHARGED WITH MISDEMEANORS	89	45	0	0	0
NUMBER OF ALCOHOL-RELATE OFFENDERS	38	19	0	0	0

(F-7)

RUN DATE 01-11-2018 10:11

MANISTEE COUNTY SHERIFF'S OFFICE

PAGE 2 of 2

JAIL STATISTICS FOR 10-01-2015 TC	
MI/VS/ILE/OTHER	SIGMA
0	213
0	146
0	222
0	1472
0	0
0	14
0	6
0	14
0	0
0	178
0	83
0	138
0	57

(F-8)

**MANISTEE COUNTY SHERIFF'S DEPARTMENT
JAIL SERVICE REPORT for November, 2015**

CENTRA WELLNESS NETWORK

REPORT DATE: December 23, 2015

Jail services continue to be provided under the direction of the Jail Administrator, Lieutenant Steven Pizzala. The following services have been provided during the month of November- crisis intervention services, risk assessments, individual therapy sessions, referrals, case management services, and assistance continues to be given for detainees to access substance abuse treatment services. There was one post booking diversion this month. The complicated diversion that occurred this month was the catalyst for the new community meetings that are currently in place. Our next meeting is scheduled for February. This is a good thing.

CONTACT DATA/GROUP THERAPY INFORMATION:

There were forty-nine (49) contact sessions provided to detainees during the month of November. Group therapy sessions were on hold because of the maintenance work. There were thirteen possible days of contact at the jail. Ten days of contact sessions occurred. I did not work for one of the days because of PTO, and I was out of the office for two days during the Thanksgiving Holiday.

THE JOB READINESS PROGRAM and GED:

An intensive class will begin after the holidays. Barb H. and I will be doing this work together with the new materials that were ordered for the program. The resource books are fabulous. Barb is low on her GED numbers this month. She has been working with two students.

WOMEN'S SERVICES/SEEKING SAFETY THERAPY GROUP

There are eight women who are being housed within the Manistee County Jail. During our last Seeking Safety class there were five participants. We focused on the topic of Honesty.

THE KNTTING/CRAFT GUILD

I will be meeting with an individual on the 27th who may be interested in this project.

CLOSING STATEMENTS:

Services continue to be provided on Monday, Thursday, and Friday. The JD clinician is available throughout the week for crisis intervention services, and the Centra Wellness

(F-9)

crisis staff members are available as well. We have started a new community meeting format, with the police departments, CWN, WEST Shore Hospital staff members, and the sheriff's department personnel. We have been able to make some good decisions in regards to the care of the mentally ill who may or may not be arrested, and the appropriate care/resources that are needed for them.

JD worker will continue to provide services under the direction of the Manistee County Sheriff's Department. Any changes in the current service provision will be modified to meet the needs of the Manistee County Jail. I can be reached at the following numbers: 231-313-8821, or at my Benzie office: 231-882-2167. Have a wonderful holiday!

Report prepared by:

Paula Chouinard-Rinal LMSW
Jail Diversion Clinician/Manistee County Jail
Centra Wellness Network
December 23, 2015

