

EATON COUNTY BOARD OF COMMISSIONERS

MEMBERS

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright
Jane Whitacre
Mark J. Mudry
Joseph Brehler



MEMBERS

Brian Droscha
Dairus Reynnet
Wayne Ridge
Brian Lautzenheiser
Jim Mott
Jeremy Whittum
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC SAFETY COMMITTEE

THURSDAY, APRIL 8, 2021, 4:00 P.M.

TO BE HELD VIRTUALLY

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of March 4, 2021 Minutes.
5. Limited Public Comment.
6. Sheriff's Office Update.
7. Monthly Reports.
 - Reimbursement
 - Jail Census
 - Court Security
8. Resolution to Oppose Parole for Serial Killer Don Gene Miller.
9. Resolution Declaring National Police Week.
10. Resolution Declaring National Correctional Officers Week.
11. Specialty Court Grant Resolutions.
 - Community Corrections Act 1988, P.A. 511 Grant Application
 - SCAO Adult Drug Court OUIL III Grant Application
 - Byrne Adult Drug Court OUIL III Grant Application
 - Swift and Sure Sanctions Probation Program Grant Application
 - SCAO Adult Priority Drug Court Grant Application
 - Byrne Adult Priority Drug Court Grant Application
 - SCAO Veterans Court Grant Application
 - SCAO District Court Sobriety Court Grant Application.
10. Central Dispatch Update.

11. Emergency Services Update.
12. Miscellaneous.
13. Limited Public Comment.
14. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

PUBLIC SAFETY COMMITTEE

MARCH 4, 2021

4:00 P.M.

MINUTES

MEMBERS PRESENT:

Chairman Commissioner Tim Barnes, Vice-Chairman Commissioner Wayne Ridge, Commissioner Brian Droscha, Commissioner Brandon Haskell, Commissioner Mark Mudry, Commissioner Dairus Reynnet and Commissioner Jane Whitacre

ALSO PRESENT:

Commissioner Jeremy Whittum, Controller John Fuentes, Sheriff Tom Reich, Chief Deputy Adam Morris, Prosecuting Attorney Doug Lloyd, Dispatch Director Michael Armitage, Deputy Dispatch Director Kelly Cunningham, Emergency Management Planner Rod Sadler, and Jerri Nesbitt

The Public Safety Committee met in virtual session on February 4, 2021, as permitted by PA 228 of 2020. The members made an announcement of the location from which they are attending remotely as follows:

Commissioner Barnes, their residence in the Village of Mulliken, Eaton County, MI
Commissioner Ridge, their residence in the City of Charlotte, Eaton County, MI
Commissioner Reynnet, their residence in the Village of Dimondale, Eaton County, MI
Commissioner Haskell, their residence in Delta Township, Eaton County, MI
Commissioner Droscha, their residence in Eaton Township, Eaton County, MI
Commissioner Whitacre, their residence in Delta Township, Eaton County, MI
Commissioner Mudry, their residence in Delta Township, Eaton County, MI

Chairperson Barnes called the meeting to order at 4:00 p.m.

The Pledge of Allegiance was given by all, led by Commissioner Haskell.

AGENDA ADDITIONS AND CHANGES –

There were no additions or changes to the agenda. Commissioner Droscha moved to approve the agenda as presented. Commissioner Ridge seconded. Motion carried by unanimous roll call vote.

APPROVAL OF MEETING MINUTES –

Commissioner Droscha moved to approve the Minutes of the February 4, 2021.
Commissioner Whitacre seconded. Motion carried by unanimous roll call vote.

LIMITED PUBLIC COMMENT –

None

SHERIFF’S OFFICE UPDATE –

Sheriff Reich highlighted the major incidents that occurred in February, 2021.

Commissioner Reynett inquired as to the number of federal surplus vehicles in the Department fleet. Sheriff Reich reported that the Department has only one at present, the MRAP. The vehicle is only deployed during Special Response Team (SRT) activation to ensure officer safety if the specific situation warrants.

Because of two recent, traumatic, and fatal incidents, Chairman Commissioner Barnes reported that the Clinton-Eaton-Ingham Community Mental Health has counseling resources available at 517-346-8460, for first responders that feel they need to talk to someone.

MONTHLY REPORTS –

Controller Fuentes presented the monthly boarding revenue, courthouse security, and jail census reports. Census numbers for Michigan Department of Corrections (MDOC) were down for non-WRAP (Westside Residential Alternative Program) programs for the month. WRAP program remains stable and there are no significant budgetary variances. Court Security and Youth Facility reports had no significant events to report. Jury trials are scheduled to resume March 15, 2021, with continued enhanced public health protocols and pre-screening measures.

CRIME VICTIMS’ RIGHTS WEEK RESOLUTION –

Prosecutor Lloyd requested a Resolution be considered by the Board of Commissioners to recognize the observance of Crime Victim’s Rights Week, April 18-24, 2021. This observance is part of April being recognized as Sexual Assault Awareness Month. Discussion held. Commissioner Droscha made a motion to recommend approval of the Resolution to the Board of Commissioners. Commissioner Whitacre seconded the motion. Motion carried by unanimous roll call vote.

VIOLENCE AGAINST WOMEN GRANT APPLICATION RESOLUTION –

Prosecutor Lloyd requested a Resolution to apply for a three-year, five hundred thousand dollar grant. Funds would be used to hire another Prosecuting Attorney and a Special Victim's Unit staff member to enhance response in domestic and partner violence cases. Commissioner Whitacre made a motion to recommend approval of the grant application submission to the Board of Commissioners. Commissioner Haskell seconded the motion. Motion carried by unanimous roll call vote.

CENTRAL DISPATCH UPDATE –

Michael Armitage, Central Dispatch Director, provided the monthly update for Department operations. It was reported that Mr. Armitage is recommending the surcharge rate of one dollar and sixty five cents (\$1.65) remain in effect for the next year. Financial protections for the surcharge collections and estimated equipment replacement costs were presented and discussed. No action is required by the Board of Commissioners based on this recommendation. The Board has until May, 2021 to consider adjustments to the surcharge rate.

Information regarding eligible uses of 9-1-1 surcharge revenues under Michigan law was provided. It was also reported that the Federal Communications Commission (FCC) is in the process of rulemaking related to such collections. The proposed rulemaking is inconsistent with Michigan law. This does not affect the County's ability to assess the surcharge, but would make the County ineligible for Federal funding. Mr. Armitage would like to expend County funds up to five hundred dollars (\$500.00) to provide comments to the FCC to advocate changes to the proposed rules which would not affect the County adversely, related to current surcharge collections. Discussion held.

Commissioner Droscha made a motion to approve the expenditure of funds as requested to comment of the FCC proposed rules. Commissioner Haskell seconded the motion. Motion carried by unanimous roll call vote.

NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK RESOLUTION –

Director Armitage requested approval of a Resolution in recognition of National Public Safety Telecommunicators Week, April 11-17, 2021. Commissioner Whitacre made a motion to recommend approval to the Board of Commissioners. Commissioner Haskell seconded the motion. Motion carried by unanimous roll call vote.

EMERGENCY SERVICES UPDATE –

Rod Sadler, Emergency Services Planner, presented a draft Memorandum of Understanding with the City of Charlotte, developed as part of the Continuity of Operations Plan which would allow the temporary use of City facilities in the event of a critical incident and associated cost reimbursement. Discussion Held. No action is required at this time. The proposed Memorandum of Understanding will be discussed with the City and after modified or approved, be presented to the Board of consideration with the Continuity of Operation Plan. Discussion held regarding efforts to identify additional facilities for possible temporary emergency use, not located in close proximity to the County Campus.

MISCELLANEOUS –

None.

LIMITED PUBLIC COMMENT –

None.

ADJOURNMENT –

Chairman Commissioner Barnes adjourned the meeting at 4:50 p.m.

The next regularly scheduled meeting of the Public Safety Committee will be held on Thursday, April 8, 2021 at 4:00 p.m.

Commissioner Tim Barnes
Chairperson, Public Safety Committee

JAIL BOARDING					
Fiscal Year 2020-2021		FEBRUARY 2021			
PAYEE	REVENUE ACCOUNT	ANNUAL BUDGET	MONTHLY BILLED	YTD BILLED	YTD COLLECTED
PAROLE VIOLATORS	MDOC HOUSING	\$189,000.00	\$630.00	\$54,880.00	\$45,494.10
DIVERTED FELONS	MDOC HOUSING	\$225,000.00	\$20,740.00	\$91,140.00	\$870.00
WRAP PROGAM	MDOC HOUSING	\$486,000.00	\$31,545.00	\$209,970.00	\$0.00
TOTAL BOARDING		\$900,000.00	\$52,915.00	\$355,990.00	\$46,364.10
GENERAL FUND					
INDIVIDUALS	SENTENCED INMATES	CURRENT BUDGET	MONTHLY BILLED	YTD BILLED	YTD COLLECTED
	HOUSING	\$25,000.00	\$30,688.00	\$168,640.75	\$5,770.46
	OUIL IMPAIRED	\$25,000.00	\$881.00	\$6,818.00	\$4,623.21
	FALSE ALARMS	\$5,000.00	\$0.00	\$3,735.00	\$2,485.00
	ABAN. VEHICLES	\$3,000.00	\$0.00	\$3,200.00	\$818.50
	INMATE MEDICAL	\$1,500.00	\$2,199.84	\$10,406.42	\$308.81
	TOTALS	\$59,500.00	\$33,768.84	\$192,800.17	\$14,005.98

JAIL COUNT SUMMARY

Mar-21

Day	Building Total	Eaton County Pop.	Female Inmates	MDOC	WRAP	% of Capacity	% of Eaton County Pop
1	173	147	21	5	21	46%	85%
2	168	143	20	5	20	45%	85%
3	170	144	21	6	20	45%	84%
4	172	147	21	5	20	46%	85%
5	171	148	22	3	20	46%	86%
6	171	147	22	4	20	46%	86%
7	174	150	21	4	20	47%	86%
8	177	153	21	4	20	47%	86%
9	170	145	21	4	21	45%	85%
10	171	147	21	4	20	46%	86%
11	171	146	24	4	21	46%	85%
12	170	142	24	7	21	45%	83%
13	171	142	23	8	21	46%	83%
14	174	145	23	8	21	47%	83%
15	177	148	23	8	21	47%	83%
16	175	145	23	9	21	47%	83%
17	174	144	25	9	21	47%	82%
18	177	149	23	10	18	47%	84%
19	173	146	24	10	17	46%	84%
20	177	149	23	11	17	47%	84%
21	183	155	23	11	17	49%	84%
22	183	155	23	11	17	49%	84%
23	176	147	24	11	18	47%	83%
24	181	152	25	11	18	48%	84%
25	183	154	25	11	18	49%	84%
26	176	147	25	12	17	47%	83%
27	176	147	27	12	17	47%	83%
28	180	151	27	12	17	48%	84%
29	180	151	27	12	17	48%	84%
30	175	149	27	9	17	47%	85%
31	176	155	33	4	17	47%	88%

TOTAL		732	244	591	47%	38%
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Bldg Total	5425
Avg/Day	175

Eaton Cty. Total	4421
Avg/Day	143

Housing Total	244
Avg/Day	8

Female Total	732
Avg/Day	24

Court Security Screening Monthly Report 2021

	People Scanned	Guns Confiscated / Returned	Knives Confiscated / Returned	Chemical Agents	Other
January	1780	0	1	2	1
February	1731	0	5	0	2
March	2558	0	5	7	19
April					
May					
June					
July					
August					
September					
October					
November					

Juvenile Court Security Screening Monthly Report 2021

	People Scanned	Guns Confiscated / Returned	Knives Confiscated / Returned	Chemical Agents	Other
January	0	0	0	0	0
February	0	0	0	0	0
March	0	0	0	0	0
April					
May					
June					
July					
August					
September					
October					
November					

December					
Totals	0	0	0	0	0

December					
Totals	3511	0	6	2	3

EATON COUNTY BOARD OF COMMISSIONERS

April 21, 2021

RESOLUTION TO OPPOSE PAROLE FOR SERIAL KILLER DON GENE MILLER

WHEREAS, on January 1, 1977, nineteen-year-old Michigan State University coed Martha Sue Young was reported missing from her East Lansing home after spending the evening with her former fiancé Don Gene Miller; and

WHEREAS, on June 14, 1978, twenty-seven-year-old Michigan State University coed Marita Choquette was reported missing from her Grand Ledge apartment; and

WHEREAS, on June 27, 1978, Marita Choquette's body was discovered in Ingham County's Alaiedon Township, having been stabbed nineteen times; and

WHEREAS, on June 27, 1978, twenty-one-year-old Michigan State University coed Wendy Bush was last seen on the MSU campus and was reported missing the following morning; and

WHEREAS, on August 14, 1978, thirty-year-old East Lansing resident Kristine Stuart was reported missing from her East Lansing home, having last been seen at the intersection of Coolidge and Fair Oaks in the City of East Lansing; and

WHEREAS, on August 16, 1978, a home break-in occurred on Canal Road in Eaton County's Delta Township; and

WHEREAS, on August 16, 1978, fourteen-year-old Lisa Gilbert was restrained with nylons and raped during the Delta Township break-in, and the suspect then began to strangle her with her own belt; and

WHEREAS, on August 16, 1978, thirteen-year-old Randy Gilbert interrupted the attempted murder of his sister, and after the suspect attempted to cut his throat, he was strangled by the suspect to the point of unconsciousness, then stabbed twice in the chest; and

WHEREAS, Lisa Gilbert was able to flee the house to flag down passing motorists for help, and both teens survived the brutal attack; and

WHEREAS, a passing motorist was able to confront the suspect and remember the license plate number to his vehicle before he fled the scene; and

WHEREAS, based upon the license number and identification of the suspect from photographs, serial killer Don Gene Miller was arrested in East Lansing within an hour after the Eaton County assault; and

WHEREAS, while awaiting trial in Eaton County, an Ingham County grand jury indicted serial killer Don Gene Miller for second degree murder in the deaths of Martha Sue Young and Kristine Stuart, whose bodies still hadn't been located; and

WHEREAS, in May of 1979, the Eaton County Prosecutor Attorney's Office successfully convicted serial killer Don Gene Miller for the rape and attempted murder of the Gilbert children, and he was sentenced to thirty to fifty years in prison; and

WHEREAS, after the Eaton County conviction of serial killer Don Gene Miller, the Ingham County Prosecuting Attorney offered serial killer Don Gene Miller a plea bargain, wherein, he would lead authorities to the bodies of his victims, and the second-degree murder charges would be reduced to manslaughter charges; and

WHEREAS, as a result of the Ingham County plea bargain, serial killer Don Gene Miller led investigators to the remains of Martha Sue Young and Kristine Stuart in Clinton County and the remains of Wendy Bush in Eaton County's Delta Township at the intersection of Broadbent Road and Huckleberry Lane; and

WHEREAS, in 1994, serial killer Don Gene Miller possessed a garrote, or strangulation device in his prison dorm at the Kinross Correctional Facility in Michigan's Chippewa County; and

WHEREAS, in 1998, while serial killer Don Gene Miller was preparing to be released from prison after having served the minimum time, the Eaton County Prosecuting Attorney discovered that Miller had not been charged with a criminal offense in the garrote case, and working in conjunction with the Ingham County Prosecuting Attorney's Office and the Chippewa County Prosecuting Attorney's Office, successfully prosecuted serial killer Don Gene Miller in Chippewa County for possessing a dangerous weapon inside the prison and for being an habitual offender; and

WHEREAS, as a result of the conviction secured by the Eaton County Prosecuting Attorney, the Ingham County Prosecuting Attorney's Office, and the Chippewa County Prosecuting Attorney's Office, Don Gene Miller was sentenced to an additional twenty to forty years in prison; and

WHEREAS, serial killer Don Gene Miller has been eligible for parole nine times in the past and is eligible for parole again in 2021; and

WHEREAS, survivor Randy Gilbert, who was viciously attacked in 1978 by serial killer Don Gene Miller at the age of thirteen, now volunteers his free time to serve the citizens of Eaton County as a Volunteer in Police Service for the Eaton County Sheriff's Office.

NOW, THEREFORE, BE IT RESOLVED, that the Eaton County Board of Commissioners ardently oppose any parole or early release of serial killer Don Gene Miller.

EATON COUNTY BOARD OF COMMISSIONERS
RESOLUTION DECLARING NATIONAL POLICE WEEK

APRIL 21, 2021

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Eaton County Sheriff's Office; and

WHEREAS, approximately 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 17,500 injuries; and

WHEREAS, since the first recorded death in 1791, almost 22,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including three members of the Eaton County Sheriff's Office; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, names of fallen heroes are added to the National Law Enforcement Officers Memorial each spring; and

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during a National Law Enforcement Officers Memorial Fund virtual Candlelight Vigil during the COVID-19 pandemic, on the evening of May 13, 2020; and

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 10-16, 2020; and

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half staff;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners formally designates May 11 through 17, as Police Week in Eaton County, to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

EATON COUNTY BOARD OF COMMISSIONERS

RESOLUTION DECLARING NATIONAL CORRECTIONAL OFFICERS AND EMPLOYEES WEEK

APRIL 21, 2021

WHEREAS, correctional officers are highly trained professionals dedicated to maintaining secure correctional facilities and ensuring public safety; and

WHEREAS, correctional facilities across the United States, both civilian and military, public and private are run by highly-qualified and experienced men and women with a deep understanding of the challenges and difficulties within the profession; and

WHEREAS, correctional officers and employees are responsible for the custody, care and reform of thousands of offenders every year as well as the maintenance of safe and secure facilities; and

WHEREAS, correctional employees work in very demanding and stressful conditions, face many challenges and put their lives at risk every day; and

WHEREAS, correctional officers and employees are some of the most resourceful, capable, committed, patient and persistent professionals in criminal justice and in our nation; and

WHEREAS, correctional officers and employees serve admirably in many different capacities, including jail administrators, chaplains, nurses, supervisors, managers and directors; and

WHEREAS, correctional officers and employees teach, train, mentor, counsel and treat thousands of offenders; and

WHEREAS, correctional officers and employees provide offenders with direction, hope and a new focus while preparing them for reentry and life outside of corrections; and

WHEREAS, correctional officers and employees rise to meet most any challenge and serve this honorable profession nobly and admirably.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners formally designates the first full week of May, as National Corrections Officers and Employees Week in Eaton County, to commend these employees for the tremendous job they do and for the exceptional performance of duties under the most difficult of circumstances.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR GRANT UNDER THE
COMMUNITY CORRECTIONS ACT 1988, P.A. 511**

WHEREAS, Eaton County has operated programs under the Community Corrections Act, 1988, P.A. 511; and

WHEREAS, the State of Michigan is making grant funds available for the period of October 1, 2021 to September 30, 2022; and

WHEREAS, the Eaton County Community Corrections Advisory Board will review on April 28, 2021 and is recommending, pending that review, the submission of a request for funds for the 2021/2022 fiscal year not to exceed \$200,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the submission of the above entitled grants; and

BE IT FURTHER RESOLVED that if the grant is not continued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate Committees to determine the necessity of General Fund commitment.

BE IT FURTHER RESOLVED that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED that the Chairman of the Board of Commissioners or his designee be authorized to sign all of the necessary contracts or documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR MICHIGAN DRUG COURT
GRANT PROGRAM (MDCGP)
FELONY SOBRIETY COURT**

WHEREAS, the Eaton County Circuit Court through the Eaton County Community Corrections Department, has operated a Felony Sobriety drug court grant for approximately fifteen years; and

WHEREAS, the State Court Administrative Office is making grant funds available for the period of October 1, 2021 to September 30, 2022; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit a grant application in an amount not to exceed \$125,000; and

BE IT FURTHER RESOLVED, that if the grant is not continued or requires a County appropriation, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of the General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners or his designee be authorized to sign any necessary contracts or documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR EDWARD BYRNE
MEMORIAL JUSTICE ASSISTANCE GRANT (BYRNE JAG)
FELONY SOBRIETY COURT GRANT**

WHEREAS, the Office of Drug Control Policy has Byrne Memorial Grant funds available through an inter-agency agreement with the Michigan State Court Administrative Office; and

WHEREAS, the Community Corrections Department operates an Adult OUIL III Drug Court which is grant funded; and

WHEREAS, the grant would provide funding to continue the Adult OUIL III Drug Court.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit a grant application in an amount not to exceed \$125,000 for the period of October 1, 2021 to September 30, 2022; and

BE IT FURTHER RESOLVED, that if the County's participation in the grant is discontinued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR SWIFT AND SURE
SANCTIONS PROBATION PROGRAM GRANT (SSSPP)**

WHEREAS, the State Court Administrative Office has Swift and Sure Sanctions Probation Program Grant funds available; and

WHEREAS, Eaton County currently operates a Swift and Sure Sanctions Probation Program; and

WHEREAS, the Community Corrections Department is desirous of continuing the program focusing on high-risk felony probationers with a demonstrated history of probation failures due to behavioral noncompliance or three or more probation violations. This grant would provide funding to operate the Swift and Sure Sanctions Probation Program (SSSPP); and

WHEREAS, the SSSPP primary goal is to increase compliance with probation terms by imposing certain, swift, and consistent sanctions for probation violations; and

WHEREAS, the grant funding request in an amount not to exceed \$125,000, with no County match for the award period of October 1, 2021 through September 30, 2022.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit the SSSPP grant application; and

BE IT FURTHER RESOLVED, that if the County's participation in the grant is discontinued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR MICHIGAN DRUG
COURT GRANT PROGRAM (MDCGP)
ADULT CIRCUIT DRUG COURT (ACDC)**

WHEREAS, the State Court Administrative Office has grant funds available for the period of October 1, 2021 to September 30, 2022; and

WHEREAS, the Community Corrections Department operates an Adult Circuit Drug Court which is grant funded; and

WHEREAS, the grant would provide funding to continue the Adult Circuit Drug Court.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit a grant application in an amount not to exceed \$125,000 for the period of October 1, 2020 to September 30, 2021; and

BE IT FURTHER RESOLVED, that if the County's participation in the grant is discontinued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR EDWARD BYRNE
MEMORIAL JUSTICE ASSISTANCE GRANT (BYRNE JAG)
ADULT CIRCUIT DRUG COURT (ACDC)**

WHEREAS, the Office of Drug Control Policy has Byrne Memorial Grant funds available through an inter-agency agreement with the Michigan State Court Administrative Office; and

WHEREAS, the Community Corrections Department operates an Adult Circuit Drug Court which is grant funded; and

WHEREAS, the grant would provide funding to continue the Adult Circuit Drug Court.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit a grant application in an amount not to exceed \$125,000 for the period of October 1, 2021 to September 30, 2022; and

BE IT FURTHER RESOLVED, that if the County's participation in the grant is discontinued or requires a County General Fund contribution, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners be authorized to sign any necessary documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR MICHIGAN VETERANS
TREATMENT COURT GRANT PROGRAM (MVTCGP)**

WHEREAS, the Eaton County Trial Courts began operating a Veterans' Treatment Court (J. Sauter Veterans Treatment Court) in the fall of 2013; and

WHEREAS, the State of Michigan is making grant funds available for the period of October 1, 2021 to September 30, 2022 with no required cash match.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the Community Corrections Department to submit a grant application in an amount not to exceed \$125,000 which includes funding of a case manager; and

BE IT FURTHER RESOLVED, that if the grant is not continued or requires a County appropriation, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of the General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners or his designee be authorized to sign any necessary contracts or documents.

EATON COUNTY BOARD OF COMMISSIONERS

APRIL 21, 2021

**RESOLUTION TO AUTHORIZE APPLICATION FOR MICHIGAN DRUG COURT
GRANT PROGRAM (MDCGP)
DISTRICT HYBRID COURT**

Introduced by the Public Safety Committee

WHEREAS, the Eaton County Trial Courts, through the Community Corrections Department and the District Court Probation Department, has operated a District Court sobriety program for approximately twenty years; and

WHEREAS, the State Court Administrative Office is making grant funds available for the period of October 1, 2021 to September 30, 2022; and

WHEREAS, the District Court seeks to expand the program with grant funds to provide treatment and tether services.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners authorize the District Court Department to submit a grant application in an amount not to exceed \$100,000; and

BE IT FURTHER RESOLVED, that if the grant is not continued or requires a County appropriation, the continuation of the grant funded positions will be reviewed by the appropriate committees to determine the necessity of the General Fund commitment; and

BE IT FURTHER RESOLVED, that the Controller be authorized to approve any necessary budget amendments to increase expenditures and increase grant revenue if the grant is approved by the State of Michigan; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners or his designee be authorized to sign any necessary contracts or documents.



Eaton County Central Dispatch

911 Courthouse Dr. | Charlotte MI 48813
Phone: 517-543-4913 | Fax: 517-543-3036

Michael Armitage, *Director*
Kelley Cunningham, *Deputy Director*

Monthly Report March 2021

- 10,904 total telephone calls
 - 4,004 on emergency lines
 - 6,900 on non-emergency lines
- 21 text-to-911 sessions
- 7,977 incidents
 - 5,923 Law Enforcement
 - 1,325 EMS
 - 729 Fire
- 12 addresses issued

Training:

- Telecommunicators virtually attended Missing and Exploited Children training.

Technology and Radios:

- Preventative maintenance was completed on the radio towers.
- Hardware was delivered for the 911 phone handling equipment upgrade (grant).

Operations:

- Interviews were conducted for two open telecommunicator positions.

Outreach:

- Comments were submitted to the FCC in response to their notice of proposed rulemaking on 911 fee diversion (attached).
- Met with members of Michigan's US Congressional Delegation in relation to the LIFT America Act, which proposes funding for NG-911.
- Met with school IT staff, administrators, law enforcement representatives, and vendors regarding mobile panic buttons for schools.
- All tornado warning procedures were tested as part of the statewide tornado drill on March 24, 2021.

Rave Report:

Usage & Outreach (03/01/2021 - 03/31/2021)	
Inbound 911 Calls	13,650
User Initiated Tickets	3
Safety Profile Pops	385
Guardian Profile Pops	4
Tickets With Chat	224
Tickets With Chat Response	36
Tickets With Video Sharing	0
Notes Added	0
Tickets with Notes Available	0
Tickets with RapidSOS Location	9,018
Tickets with RapidSOS Data	4,108
Facility Profile Pops	286
Panic Button Activity	9
Safety Profiles Created	56
Facility Profiles Created And Approved	0
Pending Approvals	2
Total Safety Profiles Created	8,368
Total Facility Profiles Created And Approved	63

Yours Truly,

A handwritten signature in black ink, appearing to read "Michael Armitage", with a long, sweeping horizontal line extending to the right.

Michael Armitage
Director

Eaton County Central Dispatch

Total Calls For Service

March 2021				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,325	16.6%	3,818	17.6%
Fire	729	9.1%	1,973	9.1%
Police	5,923	74.3%	15,898	73.3%
Total Calls	7,977	100.0%	21,689	100.0%

Eaton County Central Dispatch

EMS Calls For Service

March 2021				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	93	7.0%	277	7.3%
Delta Twp. EMS	462	34.9%	1,288	33.7%
Eaton Area EMS	496	37.4%	1,418	37.1%
Grand Ledge EMS	159	12.0%	467	12.2%
Vermontville EMS	14	1.1%	40	1.0%
Windsor Twp. EMS	80	6.0%	267	7.0%
Outside Agencies* <i>LIFE, LTEM, MARE, NEMS</i>	21	1.6%	61	1.6%
Total EMS Calls	1,325	100.0%	3,818	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

March 2021				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	32	4.4%	89	4.5%
Benton Twp Fire	26	3.6%	83	4.2%
Charlotte Fire	88	12.1%	226	11.5%
Delta Fire	247	33.9%	683	34.6%
Eaton Rapids City	64	8.8%	181	9.2%
Eaton Rapids Twp.	59	8.1%	180	9.1%
Grand Ledge Fire	61	8.4%	169	8.6%
Hamlin Twp Fire	25	3.4%	48	2.4%
Olivet Fire	37	5.1%	79	4.0%
Roxand Twp. Fire	12	1.6%	30	1.5%
Sunfield Fire	23	3.2%	69	3.5%
Vermontville Fire	20	2.7%	43	2.2%
Windsor Fire	28	3.8%	76	3.9%
Outside Agencies*	7	1.0%	17	0.9%
<i>LTFD, ONON</i>				
Total Fire Calls	729	100.0%	1,973	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

March 2021				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	119	2.0%	243	1.5%
Charlotte Police	750	12.7%	2,078	13.1%
Eaton County Sheriff	3,447	58.2%	9,262	58.3%
<i>Delta</i>	1,947	32.9%	5,403	34.0%
<i>Out County</i>	1,328	22.4%	3,490	22.0%
<i>Animal Control</i>	172	2.9%	369	2.3%
Eaton Rapids Police	349	5.9%	968	6.1%
Grand Ledge Police	387	6.5%	1,057	6.6%
Michigan State Police	594	10.0%	1,685	10.6%
Olivet Police	58	1.0%	91	0.6%
Pottersville Police	212	3.6%	485	3.1%
Outside Agencies* <i>ME, LANS</i>	7	0.1%	29	0.2%
Total Police Calls	5,923	100.0%	15,898	100.0%

Eaton County New Builds

Date Issued	Certificate #	New Address	City	Zip Code	Permit Type
March 1, 2021	2021-11	4561 W MT HOPE HWY	MULLIKEN	48861	NEW BUILD
March 1, 2021	2021-12	4628 DIMOND WAY	DIMONDALE	48821	NEW BUILD
March 2, 2021	2021-13	3750 SWIFT RD	BELLEVUE	49021	ELECTRICAL ONLY
March 15, 2021	2021-14	3141 N COCHRAN RD	CHARLOTTE	48813	NEW BUILD
March 16, 2021	2021-16	245 VAN SICKLE DR	CHARLOTTE	48813	NEW BUILD
March 16, 2021	2021-15	241 VAN SICKLE DR	CHARLOTTE	48813	NEW BUILD
March 18, 2021	2021-18	6177 FISHBROOK LN	DIMONDALE	48821	NEW BUILD
March 18, 2021	2021-17	3230 LAWRENCE HWY	CHARLOTTE	48813	APARTMENT
March 23, 2021	2021-19	435 VOLTATTORNI DR	GRAND LEDGE	48837	NEW BUILD
March 25, 2021	2021-22	3137 BELGIAN DR	LANSING	48917	NEW BUILD
March 25, 2021	2021-21	3129 BELGIAN DR	LANSING	48917	NEW BUILD
March 25, 2021	2021-20	11055 NIXON RD	GRAND LEDGE	48837	NEW BUILD

Before the
FEDERAL COMMUNICATIONS COMMISSION
Washington, D.C. 20554

In the Matter of	)	
	)	
911 Fee Diversion	)	PS Docket No. 20-291
	)	
New and Emerging Technologies 911	)	PS Docket No. 09-14
Improvement Act of 2008	)	

To: The Commission

**COMMENTS OF
THE MICHIGAN 911 ENTITIES**

By: Alan S. Tilles, Esquire

Their Counsel

Shulman Rogers Gandal Pordy & Ecker, P.A.
12505 Park Potomac Ave., Sixth Floor
Potomac, Maryland 20854
(301) 230-5200

Date: March 23, 2021

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SUMMARY

The Michigan 911 Entities, along with the Michigan Supporting Entities listed on the attachment to this filing, hereby submits its Comments in the above-referenced proceeding.

The Michigan 911 Entities are supportive of the definitions proposed by the Commission regarding “911 fee or charge” as well as the proposed definitional extension to include fees or charges designated for the support of “public safety,” “emergency services,” or similar purposes if the purposes of allowable uses of such fees or charges include the support or implementation of 911 services.” However, the definitional limitations proposed in paragraphs 24 through 25 of the *NPRM* are not acceptable. The limitations fail to recognize the interdependencies of the 911 dispatch system, as well as being inconsistent with prior Commission precedent.

The Commission must find that the public safety radio system represents an appropriate use of 911 funding. The Michigan 911 Entities note that this has been a part of Michigan law since 1985. Since its inception, this statute has been followed by Michigan municipalities and 911 Dispatching entities. Yet, in recent years the Commission has included in several 911 Annual Reports that “[t]he fee reports also have found that expenditures to support public safety, including maintenance, upgrades, and new system acquisitions, are not 911 related.” The *NPRM* cites the Eleventh Report, which explains this position because (according to the report) “radio networks used by first responders are technically and operationally distinct from the 911 call-handling system.” However, nothing could be further from the truth. A public safety radio system not a part of a PSAP has no network function, it would only serve to communicate mobile-to-mobile, for which a network is not necessary.

Before the
FEDERAL COMMUNICATIONS COMMISSION
Washington, D.C. 20554

In the Matter of	)	
	)	
911 Fee Diversion	)	PS Docket No. 20-291
	)	
New and Emerging Technologies 911	)	PS Docket No. 09-14
Improvement Act of 2008	)	

To: The Commission

**COMMENTS OF
THE MICHIGAN 911 ENTITIES**

Oakland County, Michigan, the Oakland County Association of Chiefs of Police, Macomb County, Michigan, the Downriver Mutual Aid/Downriver Community Conference, Ingham County, Michigan, Eaton County, Michigan, Clinton County, Michigan, the Michigan County Director's Association, and Upper Peninsula 911 (hereinafter the "Michigan 911 Entities"), along with the Michigan Supporting Entities listed on the attachment to this filing, through counsel and pursuant to Section 1.405 of the Commission's Rules, 47 C.F.R. §1.405, hereby submits its Comments in the above-referenced proceeding.¹

BACKGROUND

911 Fund Use in Michigan

The design and construction of a 911 System costs a significant sum. Generally, Public Safety Answering Point (PSAP) systems in Michigan are funded, in part, with monies generated by 9-1-1 fees (State and County), which is authorized by the Michigan Emergency 9-1-1 Service

¹ *Public Notice*, DA 21-257, released March 3, 2021.

Enabling Act, Public Act 32 of 1986, MCL 484.1101, *et.seq.* (“911 Act”). The Michigan legislature, through the 911 Act, authorized the Emergency 911 Service Committee to approve and publish a report of allowable costs, which are eligible to be paid for with County 911 fees.²

The 911 Act and associated list of allowable expenditures for 911 fees recognizes that the 911 process is a communications ecosystem. The process begins with the 911 call from a person in need of emergency services dialing or texting 911. The call is routed through an Emergency Services IP Network (“ESINET”) to the appropriate (“PSAP”), where the call/text is received, screened, and prioritized by trained communications personnel. The call/text is then documented utilizing Computer Aided Dispatch (“CAD”) software and hardware and audio recorders. However, the process is incomplete at that point. In order to achieve the ultimate goal of having the necessary assistance arrive at the caller’s location, those communications personnel must have access via radio consoles to voice and data communication networks, primarily radio and paging systems, and the public safety responders must have equipment capable of receiving the request for service to respond. 911 in Michigan is viewed as a continuum, from the inception of the initial call through the processing and dispatching of the emergency responders.

Each of the Michigan 911 Entities, as discussed below, provide 911 services in some form. A description of each entity is as follows:

Oakland County, Michigan

Oakland County is located in the southeast portion of Michigan’s Lower Peninsula. The County covers an area of 910 square miles, which includes 30 cities, 10 villages, and 21 townships. The County is also home to the Oakland International Airport, which is capable of accommodating jets as large as a 727 and is home base for over 800 corporate and general

² The page of the report showing eligible costs is attached hereto.

aviation aircraft. It is the nation's 13th busiest general aviation airport and is the second busiest airport in Michigan with more than 130,000 annual takeoffs and landings. In addition, there are 28 school districts in Oakland County and thirty institutions of higher learning.

Oakland County's 2019 population was estimated to be over 1,260,000. Out of 83 counties in Michigan, it has the second largest population. Oakland County is also projected to have the third largest actual population gain in the metro Detroit area by 2045 with nearly 68,000 new residents.

Given the County's size and population, in the late 90s, the County began the process to design and construct a County-wide and County-owned public safety communication system. This System was constructed and designed to provide interoperable public safety communications for the County and all cities, villages, and townships in Oakland County. As the Commission is aware, the design and construction of this System cost a significant sum. This System is funded, in part, with monies generated by 911 fees (State and County), which is authorized by the Michigan Emergency 911 Service Enabling Act, Public Act 32 of 1986, MCL 484.1101, *et.seq.* ("911 Act"). The Michigan legislature, through the 911 Act, authorized the Emergency 911 Service Committee to approve and publish a report of allowable costs, which are eligible to be paid for with County 911 fees.

The 911 Act and associated list of allowable expenditures for 911 fees recognizes that the 911 process is a communications ecosystem. The process begins with the 911 call from a person in need of emergency services dialing or texting 911. The call is routed through an Emergency Services IP Network (ESINET) to the appropriate Public Safety Answering Point (PSAP), where the call/text is received, screened, and prioritized by trained communications personnel. The call/text is then documented utilizing Computer Aided Dispatch (CAD) software and hardware

and audio recorders. However, the process is incomplete at that point. In order to achieve the ultimate goal of having the necessary assistance arrive at the caller's location, those communications personnel must have access via radio consoles to voice and data communication networks, primarily radio and paging systems, and the public safety responders must have equipment capable of receiving the request for service to respond. 911 in Michigan is viewed as a continuum, from the inception of the initial call through the processing and dispatching of the emergency responders.

Oakland County utilizes 911 fees to support all aspects of the communications ecosystem. This includes: equipment and support for the ESINET and associated routing databases; the hardware and software of the Call Processing Equipment (CPE) that receives voice and location data from the caller; the CAD and recording equipment and software that documents all transactions; the software protocols that enable the call-takers to provide pre-arrival emergency medical instructions; the radio consoles within the PSAP; the radio and paging infrastructure of towers, transmitters, and connectivity; and the mobile and portable radios and pagers that enable first responders to receive the emergency call for service.

Although the 911 Act allows 911 fees to be used for PSAP personnel, including salaries and benefits, the only operational expense for which Oakland County uses 911 fees is dispatcher training, a dedicated fund provided by the State using the State 911 fee. The County 911 fee expenditures are limited to equipment and support for the ESINET and radio networks, CPE, CAD, consoles within the PSAP, and radios and pagers for first responders.

The 911 Act emphasizes local control and local decision making for the use of 911 fees, provided expenditures are for costs within the communications ecosystem. Other counties, for example, often support all operational costs, including personnel and support services, with 911

fees, which are often at a higher rate than Oakland County's 911 local fee, through voter approval. The total amount a county may assess in 911 fees is limited by statute. To provide oversight, the Emergency 911 Service Committee conducts compliance reviews to make certain that all expenditures are consistent with the approved list of allowable expenses.

Oakland County Association of Chiefs of Police

The Oakland County Association of Chiefs of Police ("OCACP") exists, in part, for the "development and dissemination of approved administrative and technical practices and the promotion of their use in the police field." The OCACP membership consists of chiefs of police; directors of public safety; and officials from the following agencies and entities: Oakland County Sheriff's Office; Oakland County Prosecutor's Office; Michigan State Police; federal law enforcement agencies and police training facilities; subordinate members of police or public safety departments; honorably-retired police officials; and representatives of public or private security services.

Macomb County, Michigan

The Macomb County Sheriff's Office uses the 911 State Surcharge Wireless funds in accordance with the allowable and disallowable expenses as defined by the State. On an annual basis, funds are used for partial salary and wages, support costs for radio systems, facility costs for capital improvements, furniture, printing and copying and office supplies. Additional expenses include non-SNC approved training in and out of the State of Michigan, including travel, lodging and conference fees. All professional membership fees are paid for by this fund as well. Hardware costs, whether new purchases or upgrades, are direct debits from this fund as well. Including radio system infrastructure, VPN connectivity to LEIN and software licenses agreements.

Downriver Mutual Aid/Downriver Community Conference (DMA/DCC)

The Downriver Mutual Aid/Downriver Community Conference (“DMA/DCC”) is a sixteen (16) community 911 district located in Southeast Michigan. The DMA is one of the oldest Mutual Aid districts in the State of Michigan, existing for over forty (40) years, and is now comprised of many more communities who utilize first responder Mutual Aid services. The 911 surcharge revenue for the entire DMA area is overseen by the DCC Board of Directors, which is comprised of the Mayors and Supervisors of each of the DMA member communities, or their designee. The DCC is also the Fiduciary for 911 funds servicing the DMA.

The DMA created the existing 911 District in 1994. Since that time, DMA has provided services to Downriver Communities in various ways, including 911 creation and implementation, Radio Communications, GIS Mapping and now, NexGen 911 services. The funds received from 911 surcharges are used to provide 911, radio communications, and GIS/CAD services to all DMA 911 communities. The DMA operates a Hosted/Remote 911 system. Two of the Western Wayne Communities, Huron Township and Redford Township also use the MDA hosted remote 911 system. DMA members have access to the most current technology allowable under the State of Michigan 911 surcharge and as a result, communities do not have to independently budget for these services. This system has served the DMA well over the years. The DMA ensures that 911 expenditures are in compliance with the State of Michigan Allowable/Disallowable expenses and has done so since inception of the DMA 911 District.

Ingham County, Michigan

Ingham County is located in the central lower peninsula of Michigan and is 561 square miles in area with a residential population of approximately 292,000. Ingham County includes Lansing – the capital city of Michigan, and is home to Michigan State University. Ingham

County 911 serves as the sole consolidated PSAP for the entire county and those areas of Lansing and East Lansing that extend into Clinton and Eaton Counties. Ingham County 911 proudly serves the residents and visitors of Ingham County and the thirteen-law enforcement and twelve fire/EMS agencies that respond to their calls for help.

All 911 millage tax and surcharge monies received by Ingham County are placed in a 911 Reserve fund account. Funds in that account can only be spent by the 911 Center. Spending for our department includes items such as:

- Annual Budget - salaries/benefits, recruiting/hiring/training, infrastructure maintenance and operational costs.
- Capital Improvement Projects – primary/backup PSAP improvements to facilities, grounds, security.
- Technology Systems Upgrades – includes a CAD upgrade, logger recorder upgrade, build out of a backup PSAP in another existing Ingham County building, replacement of our 911 telephone system (CPE), etc.

The build out of the County’s off-site backup PSAP is a good example. The County used available space within another Ingham County department’s building as a cost savings measure. All costs to design and remodel our rooms and install fiber from IT to the County’s backup PSAP were paid from our reserve fund. Utilities for the rooms were separated and metered so that the County can pay for its use and ongoing costs. The County’s rooms are only used by 911 Center staff for the business of delivering 911 dispatching services.

Michigan County Directors Association

The Michigan Communications Directors Association has a membership and representation of sixty-five (65) counties and sixty-eight (68) PSAPS.

Clinton County, Michigan

Clinton County is located in central Michigan and calls home to approximately 80,000 residents and thousands of commuters daily. Clinton County Central Dispatch is the sole PSAP in the County and dispatches approximately 120,000 calls-for-service annually via radio, telephone, and data systems to more than 700 responders.

Clinton County is funded through a combination of a millage and a local surcharge fee. The millage is used for the day-to-day operations of the 911 Center and the local surcharge is earmarked to repay a ten-year, \$8.0 million bond to upgrade the Clinton County Public Safety Communications Systems.

The County has expended approximately \$3.0 million to date for the upgrade. The County recently signed an agreement for nearly \$1.8 million dollars for emergency responder portables and mobiles. The purchase was necessary as many of the local agencies do not have the funds to pay for the new user-equipment to communicate with 911 and their public safety partners.

Upper Peninsula 911

The Upper Peninsula 911 Authority was created through an agreement entered into under Michigan's Urban Cooperation Act (Enabling Agreement). This legal entity includes all fifteen (15) counties in the Upper Peninsula. The Upper Peninsula 911 Authority is responsible for coordinating and providing a variety of services with respect to 911 emergency call answering and service dispatching across Michigan's Upper Peninsula.

- Formed using the Urban Cooperation Act
- Upper Peninsula Commission on Area Progress (UPCAP) provides staff to oversee Authority
- All Fifteen Counties are members
- Each County Board appoints a Representative
- The Authority owns equipment, seeks grants, signs contracts

Objectives of UPA

- Increase coordination & efficiencies
- Financial stability and local control
- Promote economies of scale
- Promote standardization & Interoperability
- Regional commitment to members that they will be served
- Back each other up

Shared Computer Aided Dispatch “CAD”

- Primary server cluster located in Chippewa County Central Dispatch Center
- Disaster Recovery/Back-up server cluster located in Marquette County Central Dispatch Center
- Twenty-one workstations at seven UP PSAP’s connected to the servers
 - o Total of 295 agencies Dispatched
 - o 96 Law
 - o 76 EMS
 - 123 Fire

UP NG911 & ESiNet

- Ten Counties – serviced by seven PSAP share a CAD system, Fiber Network, and have common NG CPE, shared dispatch radio console interfaces
- Negaunee Regional is using Motorola CAD and NG CPE, shared dispatch radio console interfaces
- Use of common SOP & best practices through CAD Work Group
- Cost Sharing formula developed by the UP Authority based on number of workstations
- UP Authority is the contract holder & owner of equipment
- Memorandum of Understanding with Charlevoix, Cheboygan, Emmet “CCE” Dispatch Authority. CAD to CAD connection, Common CPE, and network connections

COMMENTS

The Michigan 911 Entities appreciate the opportunity to provide the Commission with input in this proceeding. The Michigan 911 Entities agree with concerns expressed and documentation provided showing diversion of 911 funds by some entities and feel strongly that the Commission should seek to minimize if not eliminate actions which divert critical public

safety funding. However, as discussed below, the Michigan 911 Entities are concerned with some of the definitions proposed as expressed by the Commission in the proceeding.

Initially, the Michigan 911 Entities are supportive of the definitions proposed by the Commission regarding “911 fee or charge”³ as well as the proposed definitional extension to include fees or charges designated for the support of “public safety,” “emergency services,” or similar purposes if the purposes of allowable uses of such fees or charges include the support or implementation of 911 services.”⁴ However, the definitional limitations proposed in paragraphs 24 through 25 of the *NPRM* are not acceptable. The limitations fail to recognize the interdependencies of the 911 dispatch system, as well as being inconsistent with prior Commission precedent.

A 911 dispatch system must be viewed functionally, and the parts that are vital to its operation. First, the purpose of a 911 dispatch system is to deliver emergency services to the public, usually (but perhaps not always) in the form of police and/or fire/EMS services. Thus, equipment and services that can realistically be viewed as having a primary purpose of being supportive of that system should be considered eligible to be funded with 911 fees.

In this regard, a CAD system clearly has a primary purpose of delivery of 911 services to the public. While a CAD system can provide services in a non-public safety context (for example, dispatching other government vehicle), when hooked up to a 911 system, there is no question as to its purpose, and the Commission has never questioned whether 911 funds could appropriately be used for such systems.

³ *In the Matter of 911 Fee Diversion, Notice of Proposed Rulemaking*, PS Docket No. 20-291, FCC 21-25, released February 17, 2021 at para. 13 (“*NPRM*”).

⁴ *NPRM* at para. 16.

The same must be said with regard to public safety communications system, at least with regard to those systems that utilize Part 90 spectrum allocated and assigned by the Commission. Unless the Commission is suggesting that police and fire go back to the wired Call Box on the street corner, there is no doubt that a PSAP is virtually useless without its interconnection to the radio system. Similarly, that radio system is useless without subscriber units for the system with which to communicate.

The Commission must find that the public safety radio system represents an appropriate use of 911 funding. The Michigan 911 Entities note that this has been a part of Michigan law since 1985. Since its inception, this statute has been followed by Michigan municipalities and 911 Dispatching entities. Yet, in recent years the Commission has included in several 911 Annual Reports that “[t]he fee reports also have found that expenditures to support public safety, including maintenance, upgrades, and new system acquisitions, are not 911 related.” The *NPRM* cites the Eleventh Report, which explains this position because (according to the report) “radio networks used by first responders are technically and operationally distinct from the 911 call-handling system.”⁵ However, nothing could be further from the truth. A public safety radio system not a part of a PSAP has no network function, it would only serve to communicate mobile-to-mobile, for which a network is not necessary.

The Commission’s statements in the various Annual Reports regarding this issue were never part of any notice and comment rule making proceeding.⁶ The Commission cannot cite to unsupported statements in Annual Reports and use that as a rationale to adopt a rule. Thus, the

⁵ *NPRM* at para. 25. See also, In the Matter of 911 Fee Diversion, Notice of Inquiry, PS Docket No. 20-291, FCC 20-134, released October 2, 2020 at para. 35.

⁶ The Commission putting the Annual Report on a Public Notice does not constitute a notice and comment rule making with regard to this issue, as the Commission never stated that it intended to adopt a rule (as it does now) to implement a new rule interpreting the statute.

Michigan 911 Entities take this opportunity to urge the Commission to adopt a more expansive view of permissible uses of 911 funds.

A more nuanced view must be taken with regard to the Commission's proposed exception #2 in paragraph 24 the *NPRM*, specifically with regard to "[e]quipment or infrastructure for constructing or expanding non-public safety networks (e.g., commercial cellular networks)..." While the Michigan 911 Entities agree that 911 funds should not be used to build (for example) FirstNet infrastructure, nevertheless the subscriber devices serve the exact same purpose on a broadband radio system as those devices when operated on a Part 90 public safety radio system. In fact, some of these critical devices (such as data terminals) are much more efficient on a broadband radio system, which no public safety entity can afford to build. Further complicating the issue are dual-mode units that function on both broadband and narrowband networks at the same time. There should be no disincentive for agencies acquiring these extremely efficient and effective units by arbitrarily permitting the use of 911 funds for their acquisition merely because of their multi-mode ability.

On this basis, the Michigan 911 Entities support the inclusion of the ability of 911 funds to be used for subscriber devices (and related devices) by public safety entities when such devices are used on a non-public safety radio system. There can be specific provisions drafted that require such devices to be tied to the PSAP.

The Michigan 911 Entities are supportive of the Commission's proposed "Petition for Determination" procedure.⁷ The Michigan 911 Entities also agree that the Public Safety and Homeland Security Bureau should be delegated authority to seek public comment on any such petitions. However, the Michigan 911 Entities are very concerned with the amount of time the

⁷ *NPRM* at para. 30-31.

Commission's consideration of petitions may take. Over the past number of years, the Commission's speed of service on public safety issues has been increasingly lengthened. In this situation, delays in determinations may lead to the delay in the ability to upgrade systems or increase services to the public, which is not in anyone's interest. It is therefore the Michigan 911 Entities' position that the Commission should impose mandatory timelines for consideration of a Petition for Determination.

Finally, the Michigan 911 Entities has reviewed the Comments of the National Public Safety Telecommunications Council ("NPSTC"). The Michigan 911 Entities fully support NPSTC's Comments on the need to specifically recognize the use of 911 funds for PSAP cybersecurity expenditures, and the need to closely review the full impact of proposed limitations on diverting state's ability to participate on advisory committees. While some limitations may be appropriate, such sanctions must be narrow and targeted to resolving the issue, and not punishing and compromising public safety.

CONCLUSION

WHEREFORE, the premises considered, it is respectfully requested that the Commission act in accordance with the views expressed herein.

Respectfully submitted,

Oakland County, Michigan
Oakland County Association of Chiefs of Police
Macomb County, Michigan
Downriver Mutual Aid/Downriver Community
Conference
Ingham County, Michigan
Eaton County, Michigan
Clinton County, Michigan
Michigan County Director's Association
Upper Peninsula 911

By: Alan S. Tilles, Esquire

Their Counsel

Shulman Rogers Gandal Pordy & Ecker, P.A.
12505 Park Potomac Ave., Sixth Floor
Potomac, Maryland 20854
(301) 230-5200

Date: March 23, 2021



March 23, 2021

Federal Communications Commission
45 L Street NE
Washington, DC 20554
Re: Docket Nos. 20-291 and 09-014

Dear Commissioners:

We are writing to request careful review and reconsideration of proposed rules detailed in PS Docket Nos. 20-291 and 09-014 defining the acceptable uses of 911 fee revenues. Many legitimate expenses directly related to deploying, maintaining and operating a 911 communications system could be labeled as a fee diversion under the narrow guidelines proposed, undermining the funding source local communities rely upon to maintain critical emergency and public safety services.

Oakland County and its local governments have long been recognized as leaders in the early implementation of leading-edge technology to give our first responders the tools they need to effectively communicate during emergency situations. Nearly every law enforcement agency, fire department and provider of emergency medical services rely upon radios and supporting infrastructure provided through the County's OakWIN Public Safety Radio System to respond to emergency calls received by 911 dispatchers. This System is funded primarily through State and County 911 charges/fees permitted under State law and within guidelines established by the Michigan 911 Committee strictly limiting the use of these revenue for purposes directly related to the delivery of 911 emergency services. The proposed rule overrides standards established by state and local elected officials and transfers this authority to federal regulators. Responsible state and local leaders must maintain the flexibility to address evolving emergency service needs, especially as we work to protect the health and safety of residents from the threat of the COVID-19 virus.

The elimination of the diversion of 911 surcharges and fees paid by consumers to uses unrelated to support of a 911 communications system is a laudable goal. This objective can be achieved without causing undue harm to the critical emergency communications systems that protect health and safety of the public.

Thank you for your consideration.

David Coulter
Oakland County Executive

Mark H. Clemence
Chief of Police
City of Birmingham

Dani Walsh
Supervisor
Charter Township of Bloomfield

Reese K. Scripture
Mayor
City of Clawson

Melanie Piana
Mayor
City of Ferndale

Bob Gatt
Mayor
City of Novi

Brian P. Turnbull
Mayor
City of Northville

Frank Naftali
Police Chief
City of Troy

Ed Klobuchar
City Manager
City of Hazel Park

Melissa Marsh
City Manager
City of Madison Heights

Laura Moreau
Supervisor
Springfield Township

Steven Brown
City Manager
City of Wixom

Dr. Sheryl L. Mitchell-Theriot
City Administrator
City of Lathrup Village

Chris Barnett
Supervisor
Charter Township of Orion

Richard C. Riesterer
Fire Chief
City of Troy

911 Fee Diversion Supporting Entities

Wayne County Association of Chiefs of Police
City of Olivet, Michigan
City of Eaton Rapids, Michigan
Southeastern Michigan Association of Chiefs of Police
Grand Traverse County, Michigan
Oakland County Association of Chiefs of Police
City of Charlotte, Michigan
Muskegon Central Dispatch 9-1-1 Coordinating Committee
County of Monroe, Michigan
County of Marquette, Michigan
Charter Township of Delta, Michigan
Lapeer County, Michigan
Delta County, Michigan
Downriver Community Conference and Downriver Mutual Aid
Berrien County, Michigan
Cheboygan County, Michigan
Kalamazoo County, Michigan
Calhoun County, Michigan
Montmorency County, Michigan
Livingston County, Michigan
Sanilac County, Michigan
CCE Central Dispatch Authority, Michigan
City of Ferndale , Michigan

ALLOWABLE/DISALLOWABLE USAGE OF 9-1-1 SURCHARGE FUNDS

BY WAY OF EXAMPLE, BUT NOT LIMITATION, THE FOLLOWING COSTS ARE ALLOWABLE OR
DISALLOWABLE (as approved by the STATE 9-1-1 COMMITTEE on June 23, 2009):

ALLOWABLE 9-1-1 SURCHARGE FUNDS 9-1-1 SURCHARGE EXPENDITURES

Personnel Costs directly attributable to the delivery of 9-1-1 service (i.e.; directors, supervisors, dispatchers, call-takers, technical staff, support staff):

Salaries	MSAG Coordination	Uniforms
Fringe Benefits	Addressing/Database	EAP

Note: If 9-1-1 staff serves dual functions (i.e.; a director who is also in charge of Emergency Management, a dispatcher who is also a police officer) then only those portions of personnel costs attributable to their 9-1-1 functions should be allowable.

Facility Costs of the dispatch center directly attributable to the delivery of 9-1-1 service:

- Capital improvements for construction, remodeling, or expansion of dispatch center
- Electrical/Heat/AC/Water
- Fire Suppression System
- Cleaning, Maintenance, Trash Removal
- Telephone
- Generator/UPS and Grounding
- Insurance
- Office Supplies
- Printing and copying
- Furniture

Note: If a shared facility, only those portions of facility costs attributable to the 9-1-1 functions should be allowable.

Training and Memberships directly related to 9-1-1 service:

- On the job training
- Vendor provided training
- Conferences
- Travel and lodging as necessary
- Membership in associations (APCO, NENA, etc.)

THE BELOW DISALLOWABLE EXPENSES ARE MEANT TO SERVE AS EXAMPLES ONLY - PLEASE REFER TO THE STATE 9-1-1 COMMITTEE APPEALS PROCESS FOR QUESTIONS.

Personnel Costs of law enforcement, fire, and EMS responders, emergency management staff, shared support or technical staff, except for portions of time directly functioning as 9-1-1 allowable staff.

Facility Costs of law enforcement, fire, EMS, emergency management, or other municipal facilities, except for that portion housing the 9-1-1 center or back up center, or leased to the 9-1-1 center for allowable training or meeting facilities.

Capital costs and furnishing for facilities for which the primary purpose is other than 9-1-1 (i.e.; a conference room used primarily for the City Council but occasionally leased/loaned to the 9-1-1 center for meetings).

Training for staff not involved directly in the delivery of 9-1-1 service, or for any staff for courses not directly attributable to 9-1-1 or dispatching services.
Memberships for staff not involved directly in the delivery of 9-1-1 service, or for associations with a primary purpose other than public safety communications (i.e., sheriff's associations, police or fire chief associations, etc.)

ALLOWABLE/DISALLOWABLE USAGE OF 9-1-1 SURCHARGE FUNDS

ALLOWABLE 9-1-1 SURCHARGE FUNDS 9-1-1 SURCHARGE EXPENDITURES

Hardware, software, connectivity and peripherals directly attributable to the delivery of 9-1-1 service:

- Customer Premise Equipment
- Remote CPE Hardware/Modems
- Computer-Aided Dispatch
- Radio system (consoles, infrastructure, field equipment)
- LEIN costs for dispatch purposes
- Paging System, pagers and related costs
- Voice logging equipment
- Mobile Data Systems
- GIS/Mapping Systems/AVL Systems
- Alarms/Security Systems
- Connectivity for any of the above
- Maintenance and service agreements of above
- Software licensing of the above
- Associated database costs

Vehicle costs (staff vehicle, pool car, mileage reimbursement, fuel, etc.) directly attributable to the delivery of 9-1-1 service:

- Travel for meetings, training, conferences
- Travel for MSAG verification and testing
- Travel for 9-1-1 Public Education purposes

Professional Services

Attorneys	Consultants	Insurance
Architects	Auditor	

Public Information/Education Expenses directly attributable to the delivery of 9-1-1 service.

Miscellaneous

DISALLOWED 9-1-1 SURCHARGE FUNDS 9-1-1 SURCHARGE EXPENDITURES

Hardware, software, connectivity and peripherals not attributable to the delivery of 9-1-1 service:

- Law Enforcement Record Management Systems
- Fire Records Management Systems
- EMS Records Management Systems
- Jail Records Management Systems
- LEIN costs for non-9-1-1 functions (e.g., Records unit)
- Word processing, databases, etc. not directly attributable to 9-1-1 service
- GIS not directly related to the delivery of 9-1-1 service
- Court Information Systems
- Connectivity for any of the above
- Maintenance and service agreements for any of the above
- Software licensing for any of the above
- Non-Emergency N-1-1 systems

Vehicle costs (fleet vehicle, pool car, mileage reimbursement, etc.) for law enforcement, fire, or EMS responders, such as patrol cars, fire apparatus, ambulances, etc.

Professional Services not directly attributable to the delivery of 9-1-1 service.

Public Information not directly attributable to the delivery of 9-1-1 service.

Miscellaneous:

Road Signs/Addressing Implements

Emergency Telephone Service Committee
6/21/2005

State 9-1-1 Committee revised
6/23/2009

Eaton County

Continuity of Operations/Continuity of Government Plan



February 2021

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SUMMARY

The mission of the Eaton County Government is to provide quality public services in a timely and competent manner, and to work with the cooperation of the community and other local government units to create a vibrant and healthy physical, social and economic environment. To support this mission, our organization must be prepared to continue operations during any type of threat or emergency, and be able to effectively resume essential operations if they are interrupted. Included in this responsibility is the requirement to formulate guidance and establish common objectives for the organization to use in developing a viable, executable Continuity of Operations (COOP) plan, facilitate interagency coordination and oversee and assess the status of its COOP capabilities. This COOP plan provides the strategic guidance, objectives, performance measures, and resource requirements for maintaining operational functionality. As a part of the overall COOP plan, individual department annexes provide guidance for the continuity of essential functions, lines of succession, and critical resources or vital records needed that will enable the organization to provide vital services during a continuity event.

INTRODUCTION

Continuity of Operations (COOP) is an effort within an organization to ensure that its essential functions continue to be performed during a wide range of disasters until normal operations can be resumed. Ensuring the performance of an organization's essential functions supports that critical services continue to be provided and that applicable core capabilities continue to be delivered. Today's threat and hazard environment and the potential for no-notice emergencies, including natural hazards, technological hazards, and man-made hazards, have increased the need for robust continuity capabilities and planning across the whole community. An organization's and community's resiliency is directly related to the effectiveness of its continuity capability. The continuity capability outlined in this document promotes the organization to continue its essential functions across a broad spectrum of emergencies. The direction included in this plan follows the guidance outlined in the Continuity Guidance Circular.

PURPOSE

The goal of the Eaton County's continuity capability is to continue or resume the immediate essential functions and maintain those functions until normal operations can be resumed. The purpose of this document is to ensure that a capability exists to continue the essential functions of Eaton County Governmental Offices across a wide range of potential disasters. This plan provides a framework to direct and guide appropriate actions that would be taken to continue the essential functions and achieve orderly recovery/reconstitution from emergency situations.

OBJECTIVES

- Ensuring that an organization can perform its essential functions under all conditions;
- Reducing the loss of life and minimizing property damage and loss;
- Executing a successful order of succession with accompanying authorities in the event a disruption renders that organization's leadership unable, unavailable or incapable of assuming and performing their authorities and responsibilities of office;
- Reducing or mitigating disruptions to operations;
- Ensuring there are alternative solutions for which organizations can perform essential functions;
- Protecting personnel, facilities, equipment, records and other assets critical to the performance of essential functions in the event of a disruption;
- Achieving the organization's timely and orderly recovery and reconstitution from an emergency; and
- Ensuring and validating continuity readiness through a dynamic and integrated continuity test, training and exercise program and operational capability.

SITUATION AND SCOPE

An organization's continuity of operations plan is implemented when an organization loses access to a facility, loses services due to a reduction in the workforce, or loses services due to equipment or

systems failure. Eaton County is susceptible to a multitude of natural, technological, and man-made disasters. These disasters, depending on their scope and magnitude have the ability to damage the organization's facility, reduce the available workforce, and/or cause equipment and systems failure. The specific hazards Eaton County is susceptible to are outlined in the 2015 Tri-County Regional Hazard Mitigation Plan for Clinton, Eaton, Ingham Counties and Delta Charter Township in Mid-Michigan. A list of these hazards is included in Attachment #2. This plan is applicable to all organization staff, partners, and suppliers. Personnel working for Eaton County would be responsible for complying with this COOP plan.

The scope of this plan is to address the actions that would be taken and the resources that would be needed to operate the Eaton County Governmental Offices continuity capability. The plan is scalable and flexible depending on the needs of the incident.

ASSUMPTIONS

Planning requires assumptions based on statistics, history, behavior patterns and likely future trends. The following assumptions were made as consideration for the Eaton County COOP plan:

- A hazard may occur with little or no warning, and may escalate quickly.
- Hazard characteristics may differ by probability, magnitude, warning time and duration.
- Hazards may have cascading effects that may require their own unique approaches for continuity of operations.
- Hazards may damage the organization's facility, reduce the available workforce, and/or cause equipment and systems failure.
- Hazards may adversely impact the organization's ability to continue performing its essential functions and provide support to outside organizations and jurisdictions.
- The vulnerability of the organization depends on the probability of a continuity event occurring and the impact the event could have the organization's ability to operate.
- Current employees, outside personnel and resources located beyond the affected area will be available as necessary to continue essential functions.
- When the COOP capability is activated, the organization will implement the predetermined framework outlined in this plan utilizing trained and equipped personnel.
- The organization will provide operational capability within 12 hours of the event and be able to continue essential functions for 30 days or until normal operations can be resumed.

ESSENTIAL FUNCTIONS

Essential Functions refers to those process and functions that must be maintained under any and all circumstances. These essential functions may be performed on a day to day basis but also include those essential functions that are performed during an emergency including the responsibilities outlined in the Eaton County Emergency Operations Plan (EOP). Identified essential functions for Eaton County are located in each departmental annex. Functions were prioritized into five categories: Immediate, Necessary, Important, Postponed and Extended.

- **Immediate** priority functions are those functions that must be continued without interruption or resumed within 12 hours from a disruption.
- **Necessary** priority functions are those functions that must resumed within 12 to 72 hours following a disruption.
- **Important** priority functions are those functions that must be resumed within 72 hours to 1 week following a disruption.
- **Postponed** priority functions can be delayed until the immediate, necessary, and important functions are operational. These functions are resumed within one week to 30 days following a disruption.
- **Extended** priority functions are those functions that can be delayed for 30 days or more.

This prioritization is based on multiple factors or priorities that all influence how quickly the essential function must be performed. These priorities include:

- Whether the essential function is directly tied to ensuring life safety
- How quickly the essential function would need to be resumed
- Whether other essential functions depend on the essential function being completed
- How severe the impact of not conducting or delaying the performance of the essential function would be
- Whether the essential function is involved in multiple critical processes and services
- How high of a priority the essential function is for management

The essential functions that are directly tied to ensuring life safety, need to be resumed the quickest, support other essential functions, have the greatest severity when not completed, are involved in multiple critical processes and services and are a priority of management are the essential functions that would need to be recovered first. The processes, critical applications and vital records would be recovered following the prioritization of the essential functions they support.

AUTHORITIES AND REFERENCES

Authorities

Federal

- Continuity Guidance Circular (February 2018), Federal National Continuity Programs
- Presidential Policy Directive 8 – *National Preparedness*
- Presidential Policy Directive 40 – *National Continuity Policy*
- Presidential Policy Directive 21– *Critical Infrastructure Security and Resilience*

State

- Emergency Management Act, Act 390 of 1976

Local

- Eaton County Resolution 19-8-91 – Resolution Adopting the “Eaton County Emergency Operations Plan”
- Eaton County Resolution – Resolution adopting the “Eaton County COOP/COG Plan”
- Temporary Remote Work Policy and Agreement

References

Federal

- Federal Emergency Management Agency. (2018). *Continuity Guidance Circular*. Retrieved from <https://www.fema.gov/media-library/assets/documents/132130>
- Federal Emergency Management Agency. (2018). *Continuity Assistance Tool (CAT)*. Retrieved from <https://www.fema.gov/media-library/assets/documents/158679>
- U.S. Department of Homeland Security. (2015). *National Preparedness Goal, Second Edition*. Retrieved from
- <Http://www.fema.gov/media-library/assets/documents/25959>

Local

- Eaton County Emergency Management. (2020). *Eaton County Emergency Operations Plan*.
- Eaton County Emergency Management. (2015). *Tri-County Regional Hazard Mitigation Plan for Clinton, Eaton, Ingham Counties and Delta Charter Township in Mid-Michigan*.

CONCEPT OF OPERATIONS

It is the responsibility of local and county governments to ensure the preservation of our form of Government and continue performing its essential services. Additionally, Eaton County’s resiliency is directly related to the effectiveness of its continuity capability. The following sections outline the continuity capability for the Eaton County Governmental Offices and are designed to be an operational framework for all hazards that initiate a continuity of operations response.

It should be recognized that every situation will present different and unique challenges, complexities, and requirements. While extensive effort and years of experience from stakeholders have been brought into develop, coordinate and implement this plan, it should be recognized that this plan functions to provide guidance and should not be rigidly applied to every disaster or pre-planned event. The continuity event may necessitate that the specific details, tasks, assignments, and provisions contained in this plan be modified to effectively continue operations with the situation at hand.

This section outlines both the actions to take when the plan is implemented as well as the logistics support and resource requirements needed to implement and activate the plan. Logistics support and resource requirements necessary to implement the plan may include the alternate operating facility and capability, mission critical systems and resources, essential positions identified in the orders of succession, critical applications, vital records and communication resources.

Phase I – Activation

This phase starts with the occurrence of an event or trigger that may necessitate the activation of continuity operations. Activities that are performed in this phase include:

- Evaluating the situation and deciding whether to activate your organization's continuity capability
- Alerting and notifying all organization personnel of the continuity event
- Notifying county leadership of the disruption
- If necessary, relocating to an alternate site
- If necessary, devolving
- Accounting for all personnel needed to perform the essential functions
- Identifying available leadership within the organization

Decision Process

There are three main triggers that may prompt the need to activate the Eaton County Governmental Offices continuity capability. These three triggers include:

- Losing access to the facility (in part or in whole),
- Losing services due to a reduction in the workforce, and
- Losing services due to equipment or systems failure.

After one or multiple of these triggers have been reached, the Eaton County Controller, or his or her designee, will decide to activate the continuity of operations capability and determine the appropriate continuity response actions. Below is a decision matrix that may be utilized to support the decision-making process for continuity activation.

Decision Matrix for Continuity of Operations Plan Implementation		
	Work Hours	Non-Work Hours
Event with Warning	• Is the threat aimed at the facility or its surrounding area? • Is the threat aimed at agency personnel? • Are employees unsafe remaining in the facility and/or area?	• Is the threat aimed at the facility or its surrounding area? • Is the threat aimed at agency personnel? • Who should be notified of the threat? • Is it safe for employees to return to work the next day?
Event without Warning	• Is the facility affected? • Are personnel affected?	• Is the facility affected?

	• Have personnel safely evacuated, or are they sheltering-in-place? • What are instructions from first responders? • How soon must the organization be operational?	• What are instructions from first responders? • How soon must the organization be operational?
--	---	--

Alert, Notification, and Implementation Process

In the event that a disaster has occurred, contact will have to be made with all personnel from the Eaton County Governmental Offices. Contact information from all the organization's personnel including cell numbers, home numbers, e-mail addresses and home addresses will be managed using the already established notifications systems. These notification systems include departmental phone trees, email groups and Rave Alerts.

An attempt will be made to contact specific organization staff necessary to maintain the essential functions and ensure continuity personnel of Eaton County Governmental Offices via home or cell phone numbers. If contact cannot be made, a(an) Eaton County Governmental Offices representative should try to make physical contact with that specific individual at his/her place of residence. An attempt will also be made to notify non-continuity personnel of the organization's status as well as the organization's expectations for them.

Additionally, county leadership should be notified of the occurrence. Continuity personnel, non-continuity personnel and county leadership will all need different information about the disruption. Please see Attachment #3: Communications Support for more guidance on information to include and steps to take when contacting these different audiences.

Continuity Facilities

"Continuity facilities" is a comprehensive term that refers to both an alternate operating capability and alternate facility use. An alternate operating capability refers to work arrangements such as telework and mobile work concepts. An alternate facility is an operating site with sufficient space, equipment, infrastructure systems and logistical support to maintain operations for 30 days. Alternate facilities should provide:

- Sufficient space and equipment;
- The capability to perform essential functions within 12 hours and up to 30 days;
- Reliable logistical support, services and infrastructure systems
- Consideration for health and safety for personnel
- Interoperable communications
- Computer equipment and software
- Badge/Security access

In the event that the Eaton County Courthouse, 1045 Independence Blvd., Charlotte, Michigan is inaccessible, Eaton County Governmental Offices may use an alternate facility. If an alternate facility will be utilized consideration should be given to any logistics that would be needed to support the execution of the essential functions. This would include:

- Needed equipment
 - o Identify what equipment/resources is/are pre-positioned at the alternate site and how it will be maintained
 - o Identify what equipment/resources will need to be transported to the alternate site
- Information technology (IT), audiovisual (AV) and telecommunications (Telecoms) support at the alternate site
 - o Identify contact information for AV and IT support staff, if needed or different from site point of contact
- Site provisions such as parking, dining facilities, and security
 - o Identify contact information for facilities and security, if needed or different from site point of contact

Identified Primary Alternate Facility Locations	
Name of Alternate Site	1. Charlotte City Hall (Charlotte, MI) 2. Eaton County Fairgrounds (Charlotte, MI) 3. The Center (Charlotte, MI)
MOU Complete	1. Yes 2. No 3. No
Point of Contact	4. Charlotte City Manager 5. Fair Office 6. Charlotte Chamber of Commerce
Phone Number	1. 517-543-2750 2. 517-543-4510 3. 517-541-2934
Complete Address of Site	1. 111 E. Lawrence Ave., Charlotte, Michigan 48813 2. 1025 Cochran Ave., Charlotte, Michigan 48813 3. 804 S. Cochran Ave., Charlotte, Michigan 48813

Equipment on Site	All facilities have adequate space, internet capability, tables, chairs, parking, restrooms, heating/air conditioning and are ADA accessible. The Eaton County Fairgrounds also contains an auditorium, kitchen, and dining hall.
Support Staff Contact Information	1. Technology Services, 517-543-4714 2. Physical Plant, 517-543-2552

***Emergency Management will be discussing the development of written MOA/MOU with the identified facility locations for alternate facility usage.**

In addition, the Eaton County Governmental Offices also has an alternate operating capability for personnel fulfilling key positions which includes telework. Continuity personnel have identified equipment and systems that allow them to perform their essential positions remotely. This information is located in each departmental annex.

Other departments within the Eaton County Governmental Complex that have continuity facilities and a Memorandum of Agreement/Understanding (MOA/MOU) enacted include:

Primary Alternate Facility	
Eaton County Central Dispatch	There are three alternate plans for Eaton County Central Dispatch to continue their essential functions. 1. Central Dispatch possesses the capability to operate out of the Emergency Operations Center if the threat or hazard directly affects the main dispatch floor. 2. Central Dispatch possesses the capability to have telecommunicators dispatch resources from home if the threat or hazard directly affects the dispatch building. 3. Michigan State Police Operations, 7119 N. Canal Rd., Dimondale, Michigan *Do not have written MOA/MOU
Eaton County Sheriff's Office (Corrections)	Departmental contingency plans include moving inmates to other County corrections facilities
Eaton County Sheriff's Office (Road Patrol)	The Road Patrol Division operations can operate out of the Delta Division offices and vice versa
Eaton County Technology Services	Hotsite (redundant data center) operations, 1045 Independence Blvd., Charlotte, Michigan
Emergency Operations Center	Delta Township Central Fire Station, 811 N. Canal Rd., Lansing, Michigan

Mission Critical Systems & Resources

Mission critical systems and resources are those systems, software, and resources that are needed to perform the essential functions. Identified mission critical systems and resources are located in each departmental annex.

Phase II – Continuity Operations

During this phase, the organization will be accounting for all organization personnel; performing essential functions; establishing communications with supporting organizations and supported organizations, customers, and stakeholders; and preparing for the reconstitution of the organization.

Lines of Succession

Lines or orders of succession are a formal, sequential listing of organization positions that identify who is authorized to assume an essential role if personnel who perform the essential positions including senior officials are unavailable or unable to perform their responsibilities. Eaton County Government follows the already established line of succession from its organization chart. See Attachment #5 for the organizational chart. The below chart provides a complete order of succession that lists key leadership positions and other essential positions with successors three deep. If the leader is capable, he or she will communicate the change to appropriate staff. If a leader cannot be reached or is unavailable to fulfill his or her role, the next sequential successor will automatically assume the leadership role and make notification to appropriate staff.

Essential Department	Lines of Succession
Board of Commissioners	Chairperson
	Vice Chairperson
	Chair of the Ways & Means Committee
Controller/Administrator	Controller/Administrator
	Deputy Controller/Administrator
	Technology Services Director
Circuit Court	Chief Judge
	Circuit Judge
	Trial Courts Administrator
Probate Court	Probate Judge
	Trial Court Administrator
	Probate Register
District Court	Presiding District Judge
	District Judge
	Trial Courts Administrator
Prosecuting Attorney	Prosecuting Attorney

	Chief Assistant Prosecuting Attorney
	Senior Assistant Prosecuting Attorney
Public Defender Administrator	Chief Public Defender
	Assistant Chief Public Defender
	Executive Assistant
Clerk/Deeds	Clerk
	Chief Deputy County Clerk
	Chief Deputy Register of Deeds
Drain Commissioner	Drain Commissioner
	Deputy Drain Commissioner
	Assessment Administrator
Sheriff	Sheriff
	Undersheriff
	Chief Deputy
Treasurer	Treasurer
	Chief Deputy Treasurer
	Foreclosure Coordinator
Community Development	Director of Community Development and Housing
	Planning and Zoning Administrative Assistant/Code Enforcement Officer
	Veteran Services Officer
Equalization	Director
	Deputy Director
	Description Specialist
Physical Plant	Director
	County Controller/Administrator
	Custodial Supervisor
Technology Services	Director
	Deputy Director
	Network Administrator
Central Dispatch	Director

Emergency Management	Deputy Director
	Systems Manager
	Emergency Manager
	Deputy Emergency Manager
	911 Systems Manager

Delegations of Authority

Delegations of authority identify who is authorized to act on behalf of county leadership for specified purposes and ensures that designated individuals have the legal authority to carry out those responsibilities. If county leadership is unavailable or unable to perform their responsibilities, the above-named successors are delegated the authority, in the order listed, to fulfill the leadership roles of their department.

Critical Applications and Vital Records

Vital records are those electronic and hardcopy documents, references, files that are needed to support the essential functions. Critical applications include information systems and data management software and equipment that support accessing and maintaining your vital records. Additionally, any record that would disrupt the organization's operations and information flow, cause considerable inconvenience, or require replacement or recreation at considerable expense may be considered vital records. Identifying, protecting, and ensuring access to these records and applications enables the performance of essential functions and the reconstitution to normal operations. These documents include any emergency or continuity operating documents and rights and interest records (e.g. the protection of the legal and financial rights of individuals who are directly affected by your organization's activities).

To safeguard these critical applications and vital records, back up mechanisms and redundancies are in place. See the below information and chart for the measures taken. Additionally, Eaton County Government utilizes anti-virus and host-based intrusion prevention software to protect all staff computers.

Most county records (and all current records) are digitally stored. Older birth, death and marriage records may only be in paper form at the county level. Copies of all birth, death and marriage records are also on file with the State of Michigan Vital Records Office with the original records stored in the County Clerk vault located at 1045 Independence Blvd., Charlotte, Michigan.

Back up mechanisms for accessing the organization's vital records include having records in the form of both hardcopy and electronic and remote access to the organization's drive. All departments should be able to access their appropriate drive remotely. When the employees are experiencing trouble accessing the drive remotely, personnel may contact Eaton County Technology Services directly or submit an incident support ticket via email to Eaton County Technology Services through their established email account. Vital files, records, and databases needed for each department are identified in each departmental annex.

Continuity Communications

After the initial notification is made to continuity personnel, non-continuity personnel and county leadership, regular communication will need to be maintained with these groups. The Eaton County Controller/Administrator is responsible for ensuring that all communication necessary to continue essential functions is maintained. The Eaton County Controller/Administrator is responsible for ensuring regular communication is established with personnel, a system is established to account for all personnel and a method is maintained for employees to submit inquiries.

Stakeholders and suppliers for county operations will need to be notified of the disruption and informed of how the disruption affects them. The Eaton County Physical Plant Director is responsible for notifying suppliers of the disruption. The Eaton County Controller/Administrator or Deputy Controller/Administrator is responsible for ensuring the disruption is communicated to stakeholders and a process is established for stakeholders to submit inquiries. Additionally, if the County Emergency Operations Center (EOC) is activated, regular updates will need to be communicated with the EOC. The Emergency Manager is responsible for supplying status updates to the EOC.

Continuity personnel, non-continuity personnel, county leadership, suppliers and stakeholders will all need different information. Please see Attachment #3: Communications Support for more guidance on information to include and steps to take when contacting these different audiences.

Communication capabilities that will be used to keep all employees informed of continuity activities, to coordinate employees in order to carry out the essential functions, to remain in contact with all stakeholders and suppliers, and to coordinate with the EOC should be considered critical communications. By mirroring capabilities and IT systems used during day-to-day operations and choosing resilient communications and IT systems that are capable of operating under conditions that may involve power or other infrastructure disruptions, organizations further ensure the performance of essential functions in continuity situations.

Data and communication resources needed to support the execution of essential functions include:

- Email
- Cell phones
- Virtual meeting platform (Zoom)

Devolution

Devolution is the capacity to transfer statutory authority and responsibility of essential functions from an organization's primary operating staff and facility to other employees and facilities. Devolution planning supports overall continuity planning and addresses catastrophes and other all-hazards emergencies that render an organization's leadership and all personnel designated to perform essential functions unavailable or incapable of performing the essential functions from the primary site or any continuity facilities. During devolution, a different organization may perform your organization's essential functions until your organization can reassume its duties.

In the event that the Eaton County's leadership, personnel designated to perform essential functions, primary facility and continuity facilities are unavailable, essential functions support may be requested

from adjacent counties or individuals per administrative code, legislation, etc. until Eaton County may reassume their performance.

Phase III – Reconstitution

Reconstitution is the process by which organizational personnel resume normal operations from the original or replacement facility. It embodies the ability of an organization to recover from an event that disrupts normal operations and consolidates the necessary resources so that the organization can resume its operations as a fully functional entity. Reconstitution involves the three main tasks of transitioning from continuity status to normal operations after the disruption, coordinating and planning for reconstitution regardless of the level of disruption and outlining the procedures for a smooth transition from a relocation site to a restored facility.

Reconstitution is a five-step process:

- Notify all personnel that the threat or actual emergency no longer exists or of the safety plan should there still be a threat (i.e., pandemic).
- Provide instructions for the resumption of normal or “new normal” operations.
- Supervise the orderly return to the normal operating facility.
- Report agency/department status, as appropriate.
- Conduct an After Action Review/Improvement Plan (AAR/IP) of continuity operations and develop a corrective action plan based on the AAR/IP.

HUMAN RESOURCES

From initial notification about a continuity event through reconstitution, Eaton County Government will support all staff. Eaton County will:

- Contact and account for all staff;
- Notify all continuity personnel of their activation and expected actions;
- Notify all non-continuity personnel of the continuity event and their expected actions;
- May provide guidance to all staff on individual emergency preparedness actions that can be taken to prepare themselves and their families;
- Communicate Eaton County’s human resource guidance for emergencies such as pay, leave, and other human resources flexibilities; and
- Communicate any known available emergency assistance.

ROLES & RESPONSIBILITIES

All employees have a role in the organization’s COOP effort. In addition, all county employees may be called upon to assist with the response and recovery effort of a disaster. Therefore, all employees will:

- Stay informed about the incident
- Provide needed contact information to receive alerts

- Follow the directions from leadership that guide the COOP response
- Assist with COOP plan development, maintenance, testing, training and exercises

Eaton County Leadership will:

- Activate the COOP capability and direct the COOP response and recovery effort
- Ensure all human resource matters are addressed including all employee communication
- Maintain a notification system to communicate with employees
- Ensure COOP plan development, maintenance, testing, training and exercises
-

Alternate Facility Operators will:

- Support Eaton County's COOP effort by providing an alternate facility when capable
- Assist with COOP plan development, maintenance, testing, training and exercises

PLAN MAINTENANCE

This plan shall be reviewed annually with all COOP team members. The COOP Coordinators are responsible for maintaining, updating, and distributing any changes to this plan as required based on improvement areas identified through drills, exercises, after action reviews, and/or changes to policy, mission, or organizational structure.

TRAINING AND EXERCISE

An effective training and exercise program facilitates the validation of an organization's continuity capabilities and its ability to perform essential functions during any emergency. Training familiarizes leadership and staff with the procedures and tasks they should perform when executing continuity plans and conducting essential functions. Exercises serve to assess and validate all the components of continuity plans, policies, procedures, systems, and facilities used to ensure continuance of essential functions and identify areas of improvement.

Eaton County will train new leadership and personnel on the organization's continuity capability and their respective roles and responsibilities. Additionally, Eaton County will exercise their plan at least once annually. Other training and exercises may supplement these as appropriate. Eaton County Emergency Management is responsible for initiating the training and annual exercise of the COOP plan.

ATTACHMENT #1: GLOSSARY AND ACRONYMS

Glossary

Continuity of Operations – An effort within individual organizations to ensure they can continue to perform their essential functions during a wide range of emergencies.

Continuity Personnel/Staff – The staff assigned the responsibility to continue essential functions from continuity facilities in the event that their primary operating facilities are threatened or have been incapacitated by an incident.

Delegations of Authority – The identification, by position, of the authorities for making policy determinations and decisions.

Devolution – Devolution requires the transition of roles and responsibilities for performance of essential functions through pre-authorized delegations of authority and responsibility. The authorities are delegated from an organization's primary operating staff to other employees internal or external to the organization in order to sustain essential functions for an extended period. Devolution is a continuity option instead of or in conjunction with relocation in order to ensure the continued performance of essential functions.

Essential Functions – A subset of all the organization's operational functions that encompass those critical areas of operation or functions that must be continued under any and all circumstances.

Essential Positions – Those positions needed to perform the essential functions and are therefore necessary or essential. The identified continuity personnel would fill and perform the role of the essential positions.

Hazard – A Hazard is a natural, technological or social phenomenon that poses a threat to people and their surroundings (in terms of both the natural and the built environment) that may cause the loss of life or injury, property damage, social and economic disruption or environmental degradation.

Memorandum of Agreement/Understanding – A memorandum of agreement/understanding (MOA/MOU) is a written document describing a cooperative relationship between two parties wishing to work together on a project or to meet an agreed upon objective. An MOA serves as a legal document and describes the terms and details of the partnership agreement.

MI CIMS – A web-based information management system that provides a single access point for the collection and dissemination of disaster or event-related information. This system is utilized by the Hamilton County Emergency Management program.

Non-continuity Personnel/Staff – All staff that are not designated necessary to continue essential functions.

Order of Succession – Orders of succession are a formal, sequential listing of organization positions (rather than specific names of individuals) that identify who is authorized to assume a particular leadership or management role under specific circumstances.

Reconstitution – The process by which surviving and/or replacement organization personnel resume normal organization operations from the original or replacement primary operating facility.

Resiliency – The ability to adapt to changing conditions and withstand and rapidly recover from disruption due to emergencies.

Acronyms

AAR – After-Action Review

AV – Audiovisual

COG – Continuity of Government

COOP – Continuity of Operations

EOC – Emergency Operations Center

EOP – Emergency Operations Plan

IT – Information Technology

MOA – Memorandum of Agreement

MOU – Memorandum of Understanding

VPN – Virtual Private Network

ATTACHMENT #2: THREAT AND HAZARDS LISTING

Eaton County is located within emergency management region one in Michigan. The table below is a chart from the 2019 Strategic Planning, THIRA & SPR Regional Workshop. All hazards listed below may occur and impact multiple jurisdictions.

Category	Type
Natural	Flood
Natural	Winter Storm / Ice Storm
Natural	Animal Disease / Agricultural Disease
Natural	Extreme Temperatures
Natural	Severe Storm / High Winds
Natural	Tornado
Natural	Pandemic – Human
Natural	Wildfire
Technological	Fuel Shortage
Technological	Hazmat Release – Chemical
Technological	Pipeline Explosion
Technological	Transportation Accident
Technological	Utility Interruption
Technological	Water Contamination
Human Caused	Active Shooter
Human Caused	Cyber Attack / Cyber Intrusion
Human Caused	Explosive Devices
Human Caused	Food/Water Contamination
Human Caused	Civil Disturbance
Human Caused	Chemical Attack

ATTACHMENT #3: COMMUNICATIONS SUPPORT

As discussed in the Alert, Notification, Implementation Process section found in Phase I – Activation and the Continuity Communications section found in Phase II – Continuity Operations, this attachment is meant to provide guidance on what information to include when notifying different groups. Please see below for the different issues or topics to address when notifying personnel, county leadership, suppliers, and stakeholders. Additionally, having pre-scripted messages will aid in communicating this information for all stakeholders. A sample pre-scripted message is below.

“This message is to inform you that the (state the nature of the emergency/disruption event and status of the organization i.e. open, delayed opening, scheduled leave policy, telework, activating the continuity capability). The Controller’s Office is currently gathering details of the event and status of our facilities. Please (describe how the employee will report their status to the organization) for accountability purposes. Please remain at home on standby or in your current location (if you are on leave or standby) and await further instructions as the situation unfolds. (e.g. your department head/elected official) will contact you by Time (if known) with more information.”

Employees

Continuity Personnel

Considerations to address when notifying continuity personnel:

- The nature of the incident/what happened
- Status of the organization
- Whether the continuity capability is activated
- How the employee will communicate whether they are able to report/work remotely
- If they need to report to an alternate location, when they need to report, where to report, what they need to bring, logistics of where to park and how to access the facility, etc.
- If they are working remotely, summary of how to do so and who to contact if they are having trouble accessing the network remotely
- Compensation/how their pay is affected

Non-continuity Personnel

Considerations to address when notifying non-continuity personnel:

- The nature of the incident/what happened
- Status of the organization
- Whether the continuity capability is activated
- How the employee will communicate their status (whether they were affected by the incident)
- Compensation/how their pay is affected/whether they should collect unemployment
- When they should report to work again

- Whether their job is affected

County Leadership

Considerations to address when notifying county leadership:

- The nature of the incident/what happened
- Status of the organization
- The impact the disruption will have on the community (hazards and economy)
- The steps the organization is taking
- The number of employees affected
- Timeframe for being back up and running

Suppliers

Considerations to address when notifying suppliers or vendors:

- The nature of the incident/what happened
- Status of the organization
- When they should resume deliveries/supplying a service
- Where they should ship/supply their service (especially if operating at an alternate facility)

Stakeholders

Considerations to address when communicating with stakeholders such as customers or the public:

- Status of the service
- Timeframe for being back up and running
- How they will be affected

If the incident is serious the news media will also likely be on scene or calling to obtain information. The media is also one method that stakeholders may learn about the disruption. Below are considerations to address when communicating with the media:

- The nature of the incident/what happened
- Number of injuries or fatalities
- The estimated cost
- The cause of the incident
- Who is responsible
- Actions that are being taken to become operational and/or prevent it from happening again
- Status of the service
- Timeframe for being back up and running

Another method for communicating this information to stakeholders is through social media. Having pre-scripted messages and a designated representative who will disseminate information, monitor the platforms, and respond to inquiries are best practice guidelines for creating a more effective and efficient communication process. Please note, if there is a disaster that affects the county and the Regional Operations Center is activated, all information released through public methods will be coordinated as one message through the established public information channels.

**ATTACHMENT #4: ALTERNATE SITE MEMORANDUM OF
UNDERSTANDING**

DRAFT



Memorandum of Understanding (MOU)

This Memorandum of Understanding (MOU) sets for the terms and understanding between Eaton County and the City of Charlotte in case the use of a “continuity facility” is needed after the activation of the Eaton County Continuity of Operations (COOP) plan.

Background

The mission of the Eaton County Government is to provide quality public services in a timely and competent manner, and to work with the cooperation of the community and other local government units to create a vibrant and healthy physical, social and economic environment. To support this mission, our organization must be prepared to continue operations during any type of threat or emergency, and be able to effectively resume essential operations if they are interrupted. Included in this responsibility is the requirement to determine continuity facilities with sufficient space, equipment, infrastructure systems and logistical support to maintain operations for 30 days.

Situation Triggers for Continuity Facility Need

In the event that the Eaton County Courthouse, 1045 Independence Blvd., Charlotte, Michigan is inaccessible, Eaton County Governmental Offices may request the need to for an alternate in-person operating capability at a “continuity facility.” Potential triggers include, but are not limited to:

- Major damage or destruction to the structural integrity of the courthouse due to natural hazards
- Major damage or destruction to the structural integrity of the courthouse due to technological hazards
- Major damage or destruction to the structural integrity of the courthouse due to man-made hazards and subsequent law enforcement investigation

After a situational assessment and/or damage assessment has been completed that determines the courthouse will be inaccessible and identified essential functions need to continue in-person, Eaton County will coordinate with the City Manager’s Office to activate the terms of this MOU. The terms outlined in this MOU shall not interfere with the regular business of the City.

Logistics

If the continuity facility will be utilized consideration should be given to any logistics that would be needed to support the execution of the essential functions. This would include:

- Space – Eaton County will coordinate with the City Manager’s Office to determine official space availability at the time of the incident. The following space in the continuity facility may be available for use by Eaton County:
 - City Council Chambers (possible uses include Board of Commissioners Meetings, committee meetings, etc.)



- Community Room (possible uses include Board of Commissioners Meetings, committee meetings, office space, etc.)
- Cubicle space in the City Clerk's Office (office space)
- Needed equipment owned by the county to continue essential functions as designated by departmental COOP plans that can be transported by county personnel to the continuity facility.
- Information technology (IT), audiovisual (AV) and telecommunications (telecoms) support at the alternate site.
- Site provisions such as parking, security, etc.

Many of the above items already exist within the continuity facility infrastructure. Additional needed equipment, IT/AV, telecommunications and site provisions may be supplemented with county resources.

Contact Information

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City Manager
City of Charlotte
111 E. Lawrence Ave.
Charlotte, Michigan 48813
Phone: 517-543-8850
Email: elapere@charlottemi.org

John Fuentes
Controller/Administrator
County of Eaton
1045 Independence Dr.,
Charlotte, Michigan 48813
Phone: 517-543-2133
Email: jfuentes@eatoncounty.org

Ryan Wilkinson
Emergency Manager
County of Eaton
911 Courthouse Dr.,
Charlotte, Michigan 48813
Phone: 517-543-5341
Email: rwilkinson@eatoncounty.org



Reimbursement

If a "state of emergency" or "state of disaster" is declared by the Governor of the State of Michigan in accordance PA 390, the Governor may authorize an expenditure from the disaster and emergency contingency fund when federal assistance is not available. These funds may be used as a means of reimbursement to the continuity facility.

If a federal declaration is declared temporary relocation for essential community services may be eligible for FEMA Public Assistance reimbursement for up to six months from the declaration date. More details can be found in the *Public Assistance Program and Policy Guide* (pg. 130-134).

Periodic Review

The evaluation of progress in implementing this MOU will be done on an annual basis as a part of the continued building and maintenance efforts of the COOP plan. Both parties should notify the other if primary points of contact change.

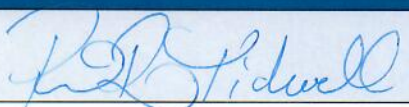
Term and Termination

This MOU is effective April 2021 and is effective for five years, expiring in April 2026. Six months prior to expiration the parties will meet to review the progress and success of the cooperative effort. In connection with such review, the parties may decide to extend this MOU for an additional period not exceeding five years, and if so shall confirm this in a signed writing. This MOU may be terminated by written notification from either party to the other at any time and for any or no reason.



Signature Page

SIGNATURE OF THE MAYOR OF CHARLOTTE	DATE
 Michael Armitage	4/1/2021

SIGNATURE OF THE CITY CLERK OF CHARLOTTE	DATE
 Pearl Tidwell	4/1/2021

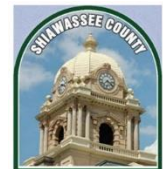
SIGNATURE OF THE EATON COUNTY BOARD OF COMMISSIONERS BOARD CHAIR	DATE



Department of Forensic Pathology

Office of the Medical Examiner

2020 Drug Report



Introduction

Drug-Related Deaths - Defined

We define drug deaths as those which result entirely or partially from the physiologic effects of acute toxicity. Therefore, included here are deaths which resulted from a combination of natural disease and acute intoxication (e.g. lung disease complicated by opioid intoxication). Our definition does not include deaths by violence, in which the violent behavior may have been caused or contributed to by intoxication (e.g. death due to injury from motor vehicle crash in which the at-fault driver was intoxicated). We also do not include deaths related to the effects of chronic substance use (e.g. deaths due to alcoholic liver disease or heart disease which may have been contributed to by chronic cocaine use) if not combined with acute toxicity.

Methods

The majority of the drug deaths reported are due to more than one substance, as you will see in the detailed tables that follow. Often, decedents have even more substances present in their body at the time of death or overdose incident than just the substances listed as having caused or contributed to death. After autopsy and review of records, including toxicology report, the medical examiner assigned to the case determines which of the substances present played a causal role in the death. Thus, there may be substances present in a given case which are not included in the cause of death statement.

Occasionally, intoxicated decedents survive in the hospital for a time prior to death, following acute drug intoxication. In these cases, all efforts are made to obtain and test the earliest blood and urine available from their time in the hospital for the overdose incident, so that the toxicology results reflect what was in the body at the time the overdose occurred.

New information occasionally becomes available after a “final” cause of death was determined, which sometimes, albeit rarely, results in a change to the “final” cause of death. As such, the statistics contained herein may be subject to change at any time.

The extent of toxicology testing is determined by the medical examiner assigned to the case, based upon the circumstances of death. During the period reported, our office used Axis Forensic Toxicology for toxicology testing.¹

Manner Determination

Drug-related deaths are conventionally certified as accidents (unless otherwise indicated by investigation on a case by case basis) and rarely, if ever, Homicide. A decedent’s intentions in the interval immediately preceding death may be impossible to ascertain. A common example is a person who has a well-documented history of suicidal ideation or attempts but also abuses drugs recreationally. In such cases a fatal overdose may be intentional or unintentional, and therefore may be best certified as indeterminate.

¹ If you have questions about what drugs we are currently capable of detecting, please visit www.axisfortox.com or email michelle.fox@sparrow.org

Highlights

Unless otherwise noted, all comparisons here are made to the data from 2019. As stated above, most drug-related deaths are due to a combination of more than one substance. As such, numerous deaths fall into multiple of the below statistical categories (i.e. *all* heroin, fentanyl, methadone, and fentanyl analogue-related deaths are included in the opioid-related deaths category, and many deaths involved both heroin and fentanyl, and are included in both specific categories).

- Total drug-related deaths **increased** by 22% (33 more)
- Opioid-related deaths **increased** 30% (37 more)
- Heroin-related² deaths **decreased** by 42% (15 less)
- Fentanyl-related deaths **increased** by 47% (43 more)
- Methadone-related deaths **were unchanged** (steady at 15)
- Cocaine-related deaths **decreased** by 25% (10 less)
- Amphetamine/Methamphetamine-related³ deaths **increased** by 59% (17 more)
- Benzodiazepine-related deaths **were unchanged** (steady at 31)
- **73%** of all drug-related deaths were due to two or more substances (-6% from 2019)
- **19%** of all opioid-related deaths also involved at least one benzodiazepine (-1% from 2019)
- **18%** of all opioid-related deaths also involved ethanol (alcohol) (+1% from 2019)

² Heroin is rapidly metabolized to morphine. As such, this may result in some under-reporting of heroin, and over-reporting of morphine

³ Methamphetamine is metabolized to amphetamine in the body, thus, it is not always clear what the presence of amphetamine indicates (illicit methamphetamine use vs. prescription amphetamine use)

Eaton County

Drug-Related Deaths

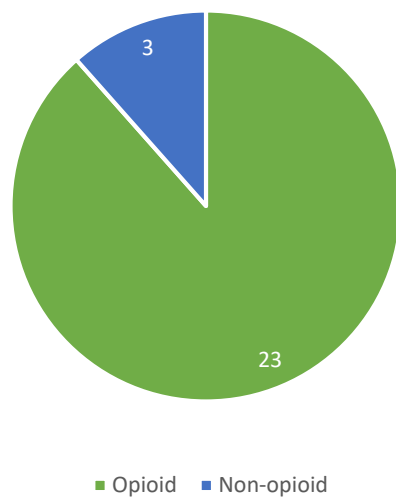
2020 Eaton County Drug-Related Deaths			
Sex	Age	Substance(s) Causing Death	Manner of death
Male	19	fentanyl	Accident
Male	21	fentanyl	Accident
Male	21	fentanyl, methamphetamine	Accident
Female	22	fentanyl	Accident
Female	23	fentanyl, hydrocodone	Accident
Male	24	fentanyl, gabapentin, lorazepam	Accident
Female	24	methamphetamine, fentanyl	Accident
Male	25	fentanyl, heroin, cocaine, alprazolam, clonazepam, cyclobenzaprine, ethanol	Accident
Male	26	1,1-difluoroethane	Accident
Male	28	cocaine, heroin, bupropion, gabapentin	Accident
Female	29	fentanyl, acetylfentanyl, alprazolam	Accident
Female	31	methamphetamine, alprazolam, hydrocodone, tramadol	Accident
Male	35	bupropion, venlafaxine, clonidine	Suicide
Male	35	fentanyl, mitragynine, tramadol	Accident
Female	38	dextromethorphan, methadone	Accident
Male	39	methadone, clonazepam, amitriptyline, pregabalin, haloperidol	Accident
Male	42	fentanyl	Accident
Male	46	cyclobenzaprine, ethanol, fentanyl, hydroxyzine	Accident
Female	47	fentanyl, methamphetamine	Accident
Female	48	alprazolam, cocaine, fentanyl	Accident
Female	51	heroin, fentanyl, doxylamine	Accident
Female	57	alprazolam, methamphetamine, morphine	Accident
Male	58	fentanyl, xylazine	Accident
Male	59	methamphetamine	Accident

Male	62	fentanyl, mitragynine	Accident
Male	67	fentanyl	Accident

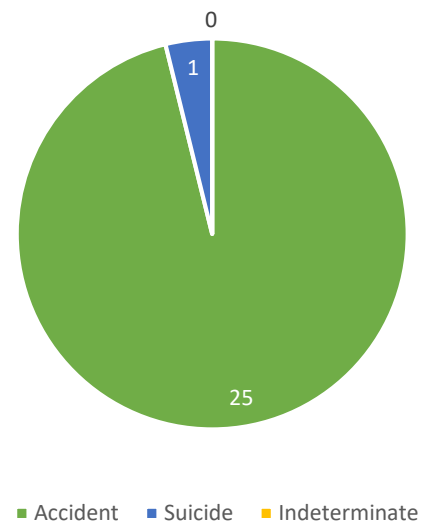
Eaton County

Drug-Related Deaths

2020 Eaton County Drug-Related Deaths -
Opioid vs. Non-opioid

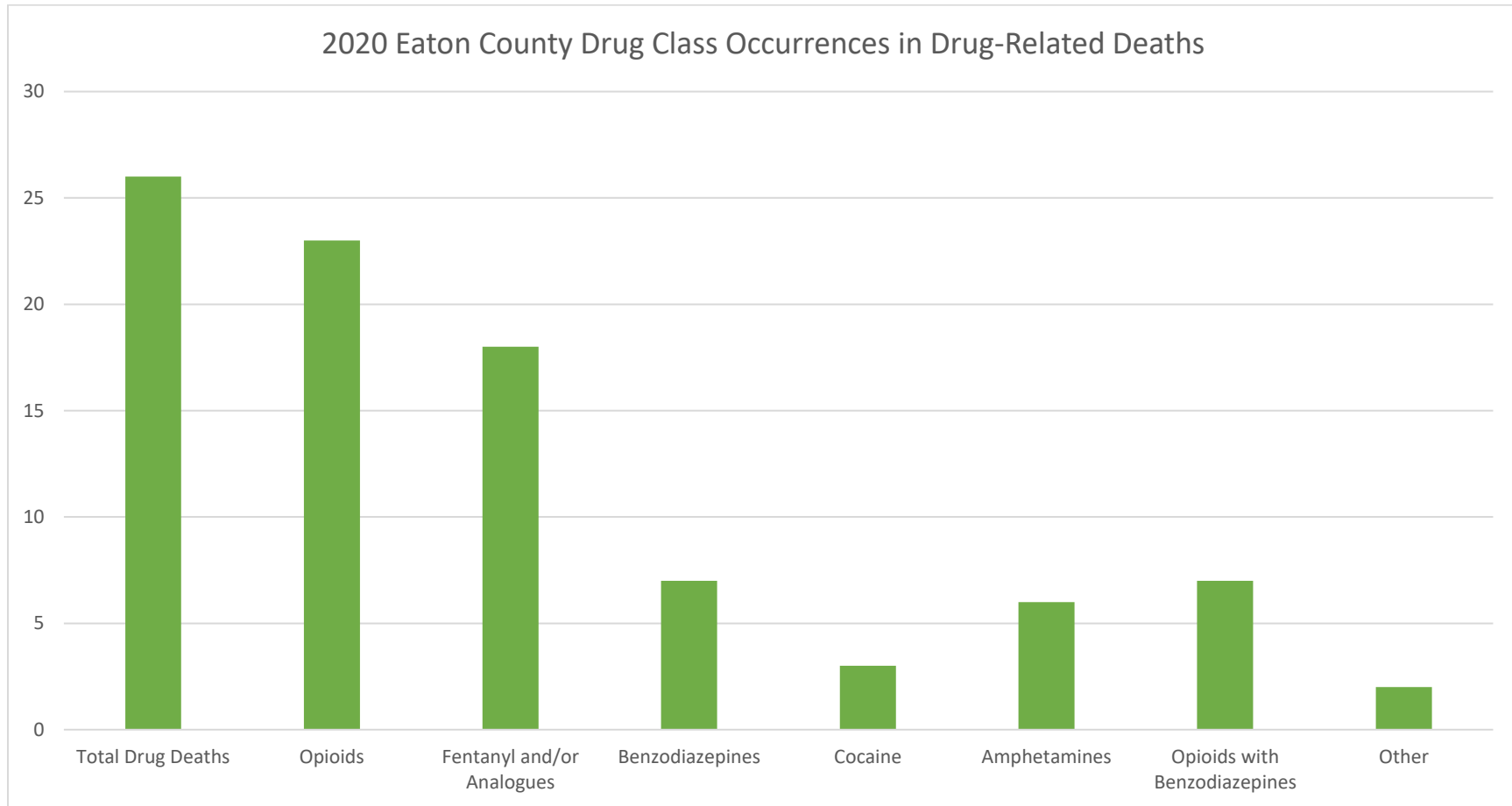


2020 Eaton County Drug-Related Deaths -
Manner of Death



Eaton County

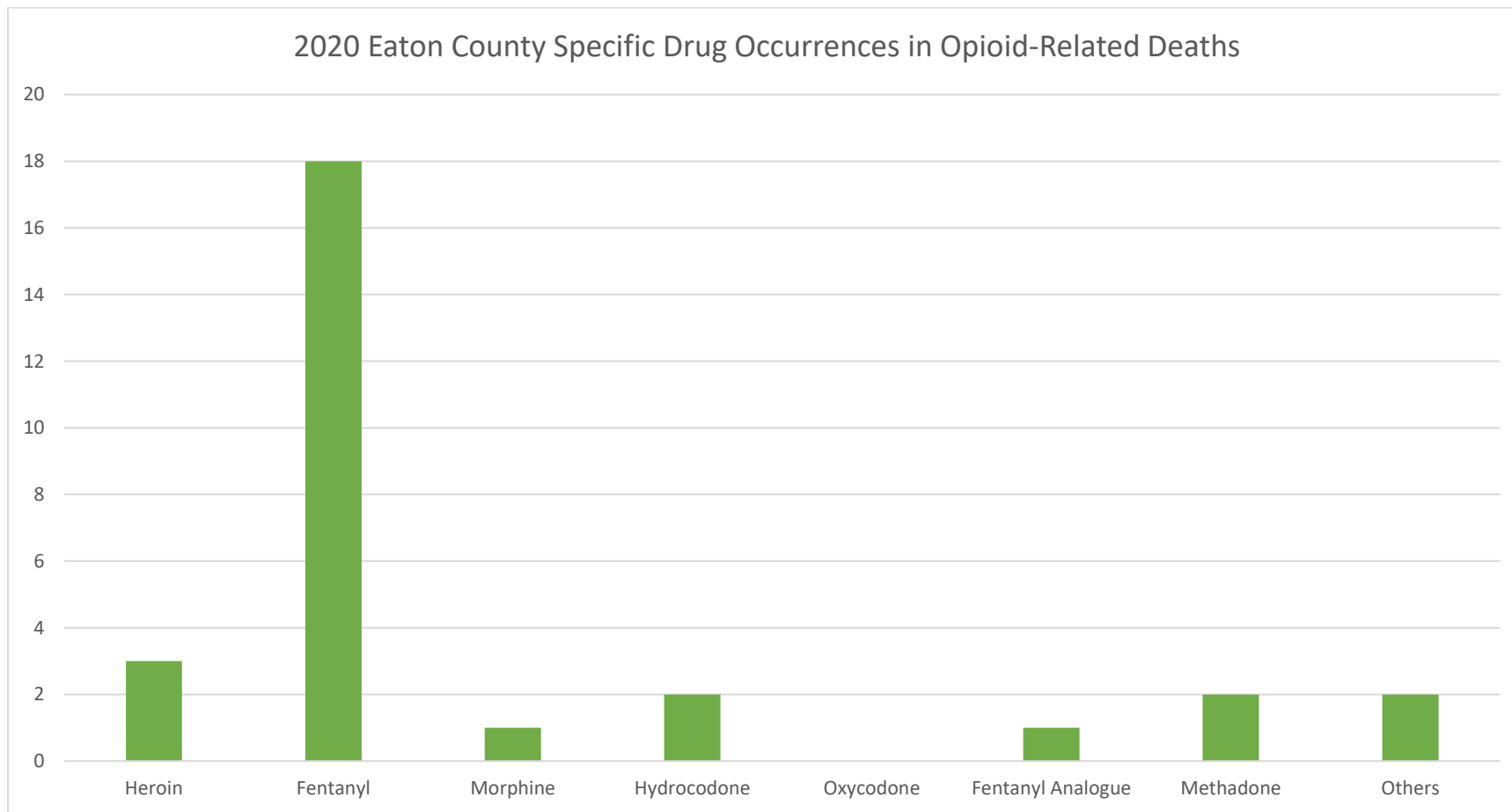
Drug-Related Deaths



This chart describes occurrences in one death of a given class of drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and alprazolam intoxication falls into the opioids, benzodiazepines, and opioids with benzodiazepines categories). Multiple of the same class of drug in the same death counts as only one occurrence of that class of drugs (e.g. death due to fentanyl and hydrocodone intoxication – both of these are opioids, so this death falls only in the opioids category, as one occurrence). The “other” category is for occurrences of drug-related deaths due *solely* to drugs which do not fall into the other listed categories.

Eaton County

Drug-Related Deaths



This chart describes occurrences in one death of a specific opioid drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and heroin intoxication falls into both the fentanyl and heroin categories). The “other” category is for occurrences of other less-frequently observed opioids, including (but not limited to) tramadol, hydromorphone, buprenorphine.

Ingham County

Drug-Related Deaths

2020 Ingham County Drug-Related Deaths

Sex	Age	Substance(s) Causing Death	Manner of death
Female	1	fentanyl	Indeterminate
Male	18	fentanyl	Accident
Female	19	fentanyl, amphetamine, dextromethorphan, hydroxyzine	Accident
Male	19	fentanyl, methamphetamine	Accident
Male	20	fentanyl, alprazolam	Accident
Male	21	fentanyl, cocaine, adinazolam, etizolam, ethanol	Accident
Male	21	fentanyl, cocaine	Accident
Female	22	fentanyl, heroin, alprazolam	Accident
Male	23	methamphetamine	Accident
Female	23	cocaine, fentanyl	Accident
Female	24	fentanyl	Accident
Male	24	cocaine, ethanol, oxycodone	Accident
Female	24	diphenhydramine, fentanyl	Accident
Female	25	methadone	Indeterminate
Male	26	fentanyl, ethanol	Accident
Male	26	methamphetamine, fentanyl	Accident
Male	26	fentanyl, heroin, methamphetamine	Accident
Female	27	ethanol, oxycodone, tramadol	Accident
Male	27	methadone, alprazolam, clonazepam, promethazine	Accident
Male	28	fentanyl	Accident
Male	28	fentanyl, methamphetamine	Accident
Male	29	fentanyl	Accident

Female	29	fentanyl	Accident
Male	29	alprazolam, diphenhydramine, fentanyl, tramadol	Indeterminate
Male	29	fentanyl, methamphetamine	Accident
Male	29	hydrocodone, oxycodone	Accident
Male	29	methamphetamine, fentanyl	Accident
Male	30	methadone	Accident
Male	30	methamphetamine, cocaine	Accident
Male	30	morphine	Accident
Female	30	fentanyl, cocaine, ethanol	Accident
Male	31	fentanyl, heroin	Accident
Male	31	fentanyl, heroin	Accident
Male	31	fentanyl, mitragynine, cyclobenzaprine, gabapentin	Accident
Male	31	methamphetamine, fentanyl, dextromethorphan	Accident
Female	33	fentanyl, methamphetamine, ethanol	Accident
Male	33	fentanyl, methamphetamine	Accident
Male	33	fentanyl, heroin	Accident
Male	33	fentanyl, methamphetamine, cocaine	Accident
Male	34	clonazepam, fentanyl	Accident
Female	34	fentanyl	Accident
Male	34	fentanyl	Accident
Male	34	fentanyl, heroin, hydrocodone	Accident
Male	34	fentanyl, cocaine, clonazepam, alprazolam, cyclobenzaprine	Accident
Male	35	fentanyl	Accident
Female	35	diazepam, fentanyl, heroin	Accident
Male	35	fentanyl, sertraline	Accident
Female	35	fentanyl, methamphetamine	Accident
Male	35	fentanyl, morphine, xylazine, loperamide, alprazolam, clonazepam, diphenhydramine	Accident
Female	35	fentanyl	Accident
Male	36	fentanyl, alprazolam, hydrocodone, gabapentin, ethanol	Accident
Male	36	methamphetamine, fentanyl	Accident

Female	36	fentanyl	Accident
Female	36	fentanyl, alprazolam, cocaine, methylphenidate	Accident
Female	36	amlodipine, cyclobenzaprine, diphenhydramine, duloxetine, metoprolol	Suicide
Male	37	diazepam, fentanyl	Accident
Male	37	fentanyl	Accident
Female	37	cocaine, fentanyl, heroin, ethanol	Accident
Male	37	cocaine, diphenhydramine, ethanol	Indeterminate
Male	37	fentanyl, ethanol	Accident
Male	38	methamphetamine	Accident
Male	38	acetylfentanyl, fentanyl, methamphetamine	Accident
Male	38	methamphetamine, codeine, morphine	Accident
Female	39	methamphetamine, fentanyl	Accident
Male	39	cocaine, methamphetamine	Accident
Female	39	methamphetamine, fentanyl	Accident
Male	40	cocaine, fentanyl, xylazine	Accident
Male	40	mitragynine	Accident
Male	40	fentanyl, oxycodone	Accident
Female	41	methamphetamine, fentanyl, morphine, xylazine	Accident
Male	41	fentanyl, methamphetamine, cocaine	Accident
Male	42	diphenhydramine, fentanyl	Accident
Male	42	fentanyl, methamphetamine	Accident
Male	42	fentanyl	Accident
Female	43	fentanyl, hydrocodone, gabapentin, citalopram	Accident
Male	43	fentanyl	Accident
Male	43	ethanol, fentanyl, mitragynine, cyclobenzaprine	Accident
Male	44	cocaine, fentanyl, ethanol	Accident
Male	44	methadone, fentanyl, alprazolam, clonazepam	Accident
Female	44	fentanyl	Accident
Female	45	amphetamine, diphenhydramine, fentanyl	Accident
Male	46	ethanol, fentanyl, heroin, methadone	Accident

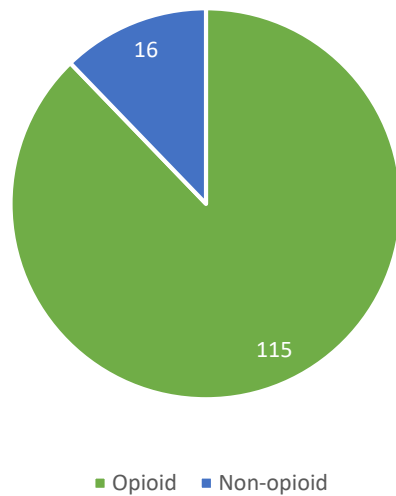
Male	46	ethanol, fentanyl	Accident
Male	46	fentanyl	Accident
Female	47	cocaine	Accident
Male	49	hydrocodone, ethanol	Accident
Female	49	cocaine, fentanyl	Accident
Male	49	ethanol, fentanyl	Accident
Female	50	fentanyl, methadone	Accident
Female	50	fentanyl, heroin, methamphetamine, cocaine, clonazepam	Accident
Male	50	cocaine	Accident
Female	51	insulin	Suicide
Male	52	fentanyl, morphine, ethanol	Accident
Female	52	fentanyl, hydrocodone, alprazolam	Accident
Male	52	fentanyl, heroin, xylazine, alprazolam	Accident
Male	52	ethanol, fentanyl	Accident
Female	53	cocaine, cyclobenzaprine, hydrocodone	Accident
Female	54	fentanyl, cocaine, cyclobenzaprine, sertraline, ethanol	Accident
Female	55	cyclobenzaprine, hydrocodone	Suicide
Female	56	fentanyl, ethanol	Accident
Male	56	fentanyl, heroin, methamphetamine	Accident
Male	57	fentanyl, cyclobenzaprine, ethanol	Accident
Female	57	fentanyl, gabapentin	Accident
Male	57	ethanol	Accident
Male	58	fentanyl, methamphetamine, clonazepam, ethanol	Accident
Male	58	hydrocodone, cyclobenzaprine, meprobamate	Accident
Male	59	cocaine, fentanyl	Accident
Male	60	methadone	Accident
Male	60	fentanyl, clonazepam, ethanol	Accident
Female	60	methamphetamine	Accident
Male	61	methamphetamine	Accident
Female	61	fentanyl, methamphetamine	Accident

Male	62	diphenhydramine, fentanyl, heroin, methadone, xylazine	Accident
Female	62	fentanyl, methamphetamine	Accident
Female	63	methadone, bupropion	Accident
Male	63	methamphetamine, fentanyl, morphine	Accident
Male	63	ethanol, fentanyl, morphine, oxycodone	Accident
Male	63	diphenhydramine, methadone	Accident
Female	64	amphetamine, zolpidem, amitriptyline, diphenhydramine, duloxetine, lamotrigine, ethanol	Accident
Male	64	fentanyl, heroin	Accident
Female	65	hydrocodone, carisoprodol	Accident
Female	65	alprazolam, ethanol, fentanyl, methamphetamine	Accident
Female	65	cocaine	Accident
Male	66	alprazolam, fentanyl, hydrocodone	Accident
Male	67	fentanyl, hydrocodone, morphine	Accident
Male	68	cocaine	Accident
Male	70	fentanyl, morphine, ethanol	Accident
Male	70	morphine	Accident
Male	70	fentanyl, morphine, xylazine, ethanol	Accident
Male	72	fentanyl	Accident
Male	74	diazepam, methadone	Accident

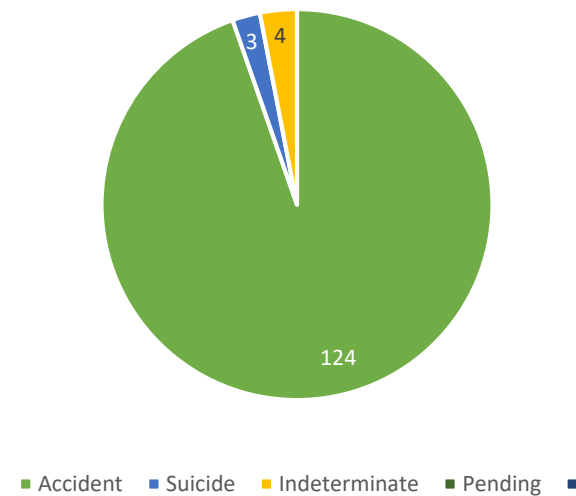
Ingham County

Drug-Related Deaths

2020 Ingham County Drug-Related Deaths
- Opioid vs. Non-opioid

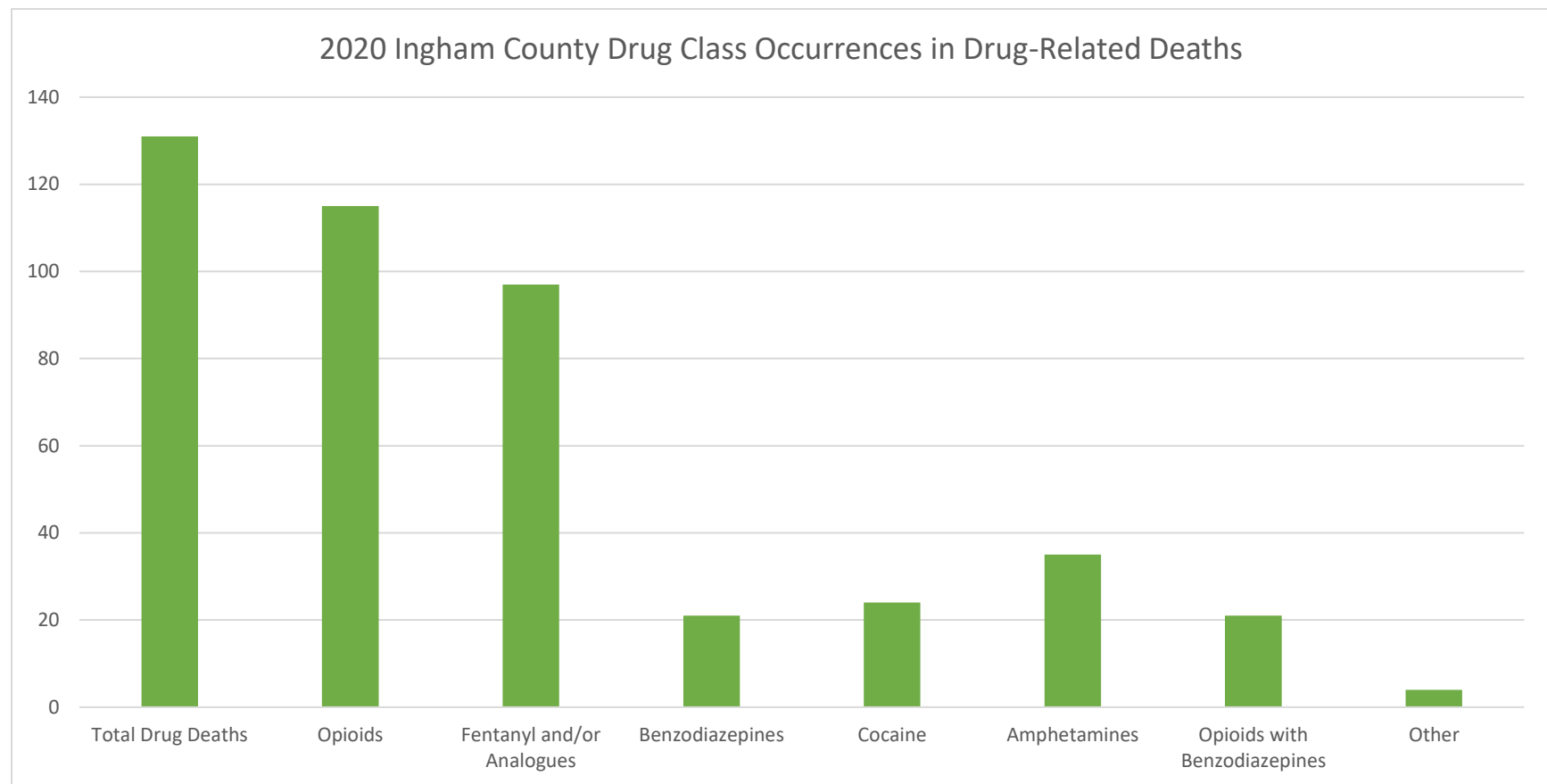


2020 Ingham County Drug-Related Deaths -
Manner of Death



Ingham County

Drug-Related Deaths⁴

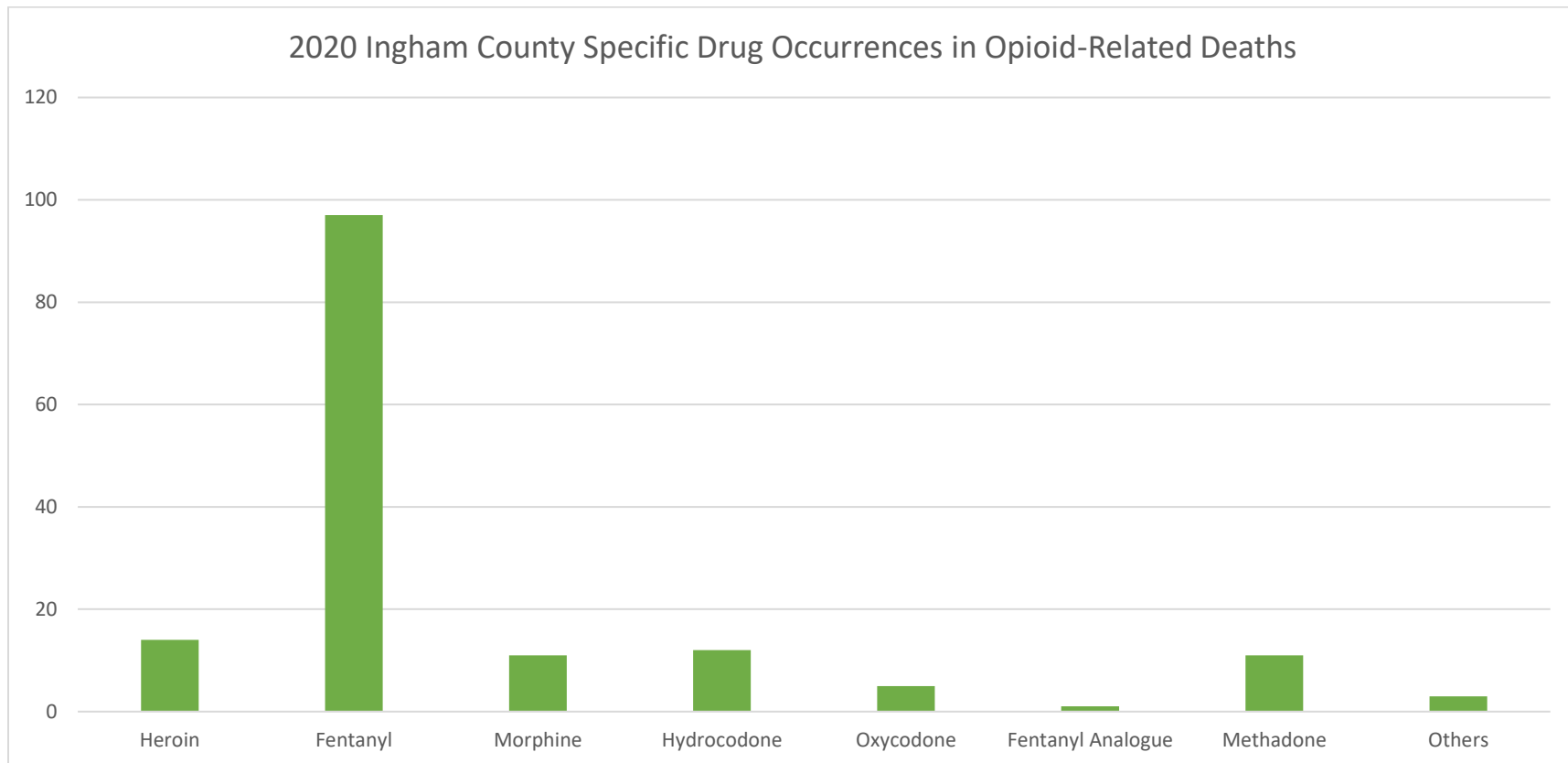


This chart describes occurrences in one death of a given class of drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and alprazolam intoxication falls into the opioids, benzodiazepines, and opioids with benzodiazepines categories). Multiple of the same class of drug in the same death counts as only one occurrence of that class of drugs (e.g. death due to fentanyl and hydrocodone intoxication – both of these are opioids, so this death falls only in the opioids category, as one occurrence). The “other” category is for occurrences of drug-related deaths due *solely* to drugs which do not fall into the other listed categories.

⁴ (1) Morphine death not previously identified in 2020 Q2 has been added to final totals changing benzodiazepines and benzodiazepines with opiates from 20 to 21.

Ingham County

Drug-Related Deaths



This chart describes occurrences in one death of a specific opioid drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and heroin intoxication falls into both the fentanyl and heroin categories). The “other” category is for occurrences of other less-frequently observed opioids, including (but not limited to) tramadol, hydromorphone, buprenorphine, etc.

Ionia County

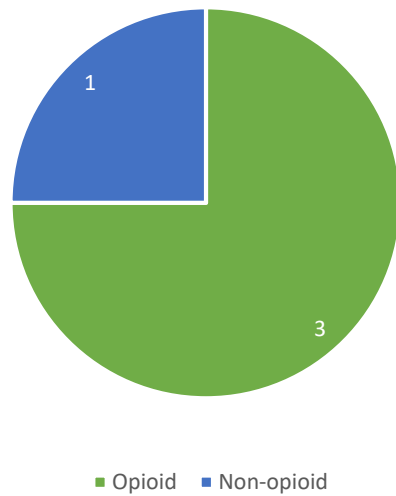
Drug-Related Deaths

2020 Ionia County Drug-Related Deaths			
Sex	Age	Substance(s) Causing Death	Manner of death
Male	24	methamphetamine	Accident
Female	42	fentanyl	Accident
Male	55	methamphetamine, oxycodone	Accident
Male	57	cocaine, fentanyl, morphine	Accident

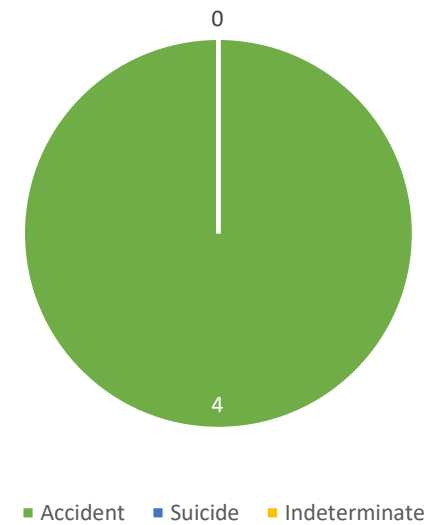
Ionia County

Drug-Related Deaths

2020 Ionia County Drug-Related Deaths -
Opioid vs. Non-opioid

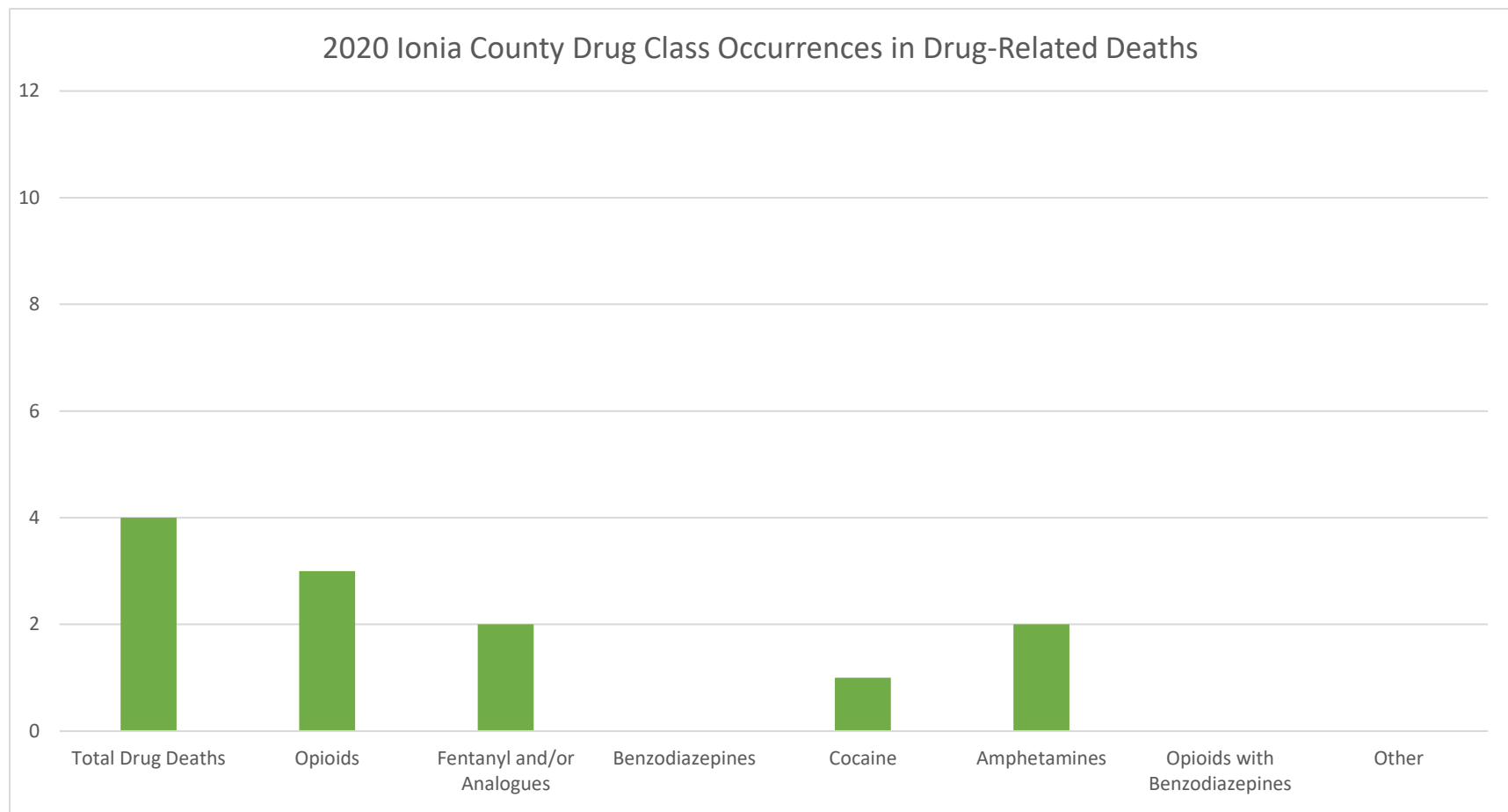


2020 Ionia County Drug-Related Deaths -
Manner of Death



Ionia County

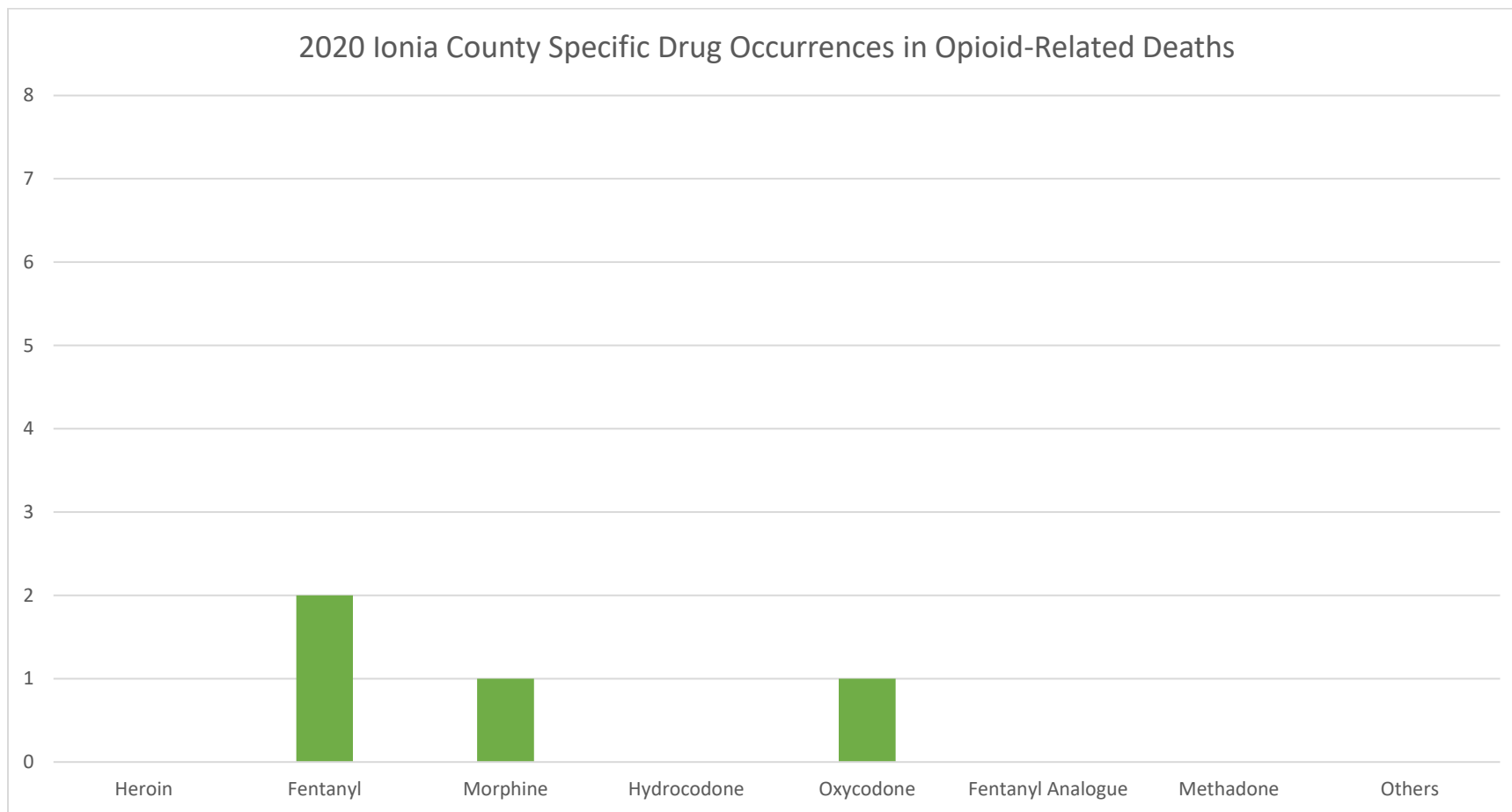
Drug-Related Deaths



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Ionia County

Drug-Related Deaths



This chart describes occurrences in one death of a specific opioid drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and heroin intoxication falls into both the fentanyl and heroin categories). The “other” category is for occurrences of other less-frequently observed opioids, including (but not limited to) tramadol, hydromorphone, buprenorphine, etc.

Isabella County

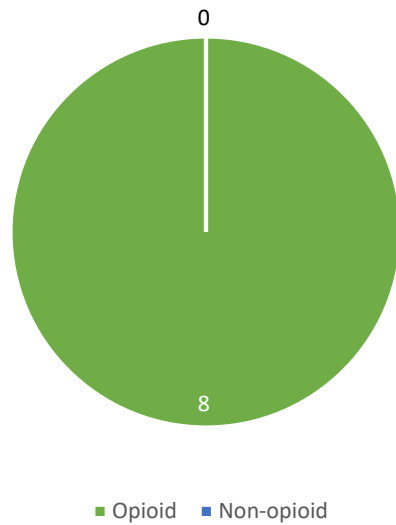
Drug-Related Deaths

2020 Isabella County Drug-Related Deaths			
Sex	Age	Substance(s) Causing Death	Manner of death
Male	23	fentanyl	Accident
Female	24	alprazolam, diphenhydramine, fentanyl	Accident
Female	26	fentanyl	Accident
Female	30	fentanyl, heroin	Accident
Female	34	methadone, gabapentin, hydroxyzine	Accident
Male	39	fentanyl, heroin, methamphetamine	Accident
Male	43	fentanyl	Accident
Male	45	fentanyl	Accident

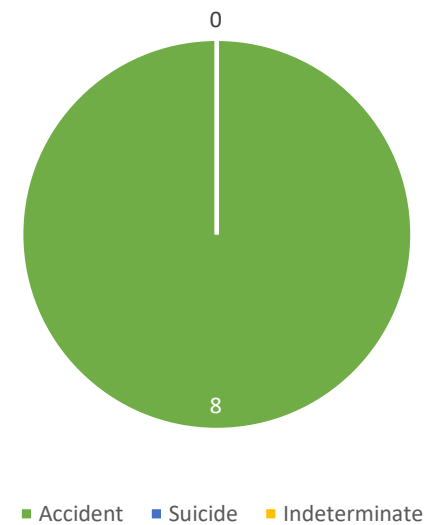
Isabella County

Drug-Related Deaths

2020 Isabella County Drug-Related Deaths
- Opioid vs. Non-opioid

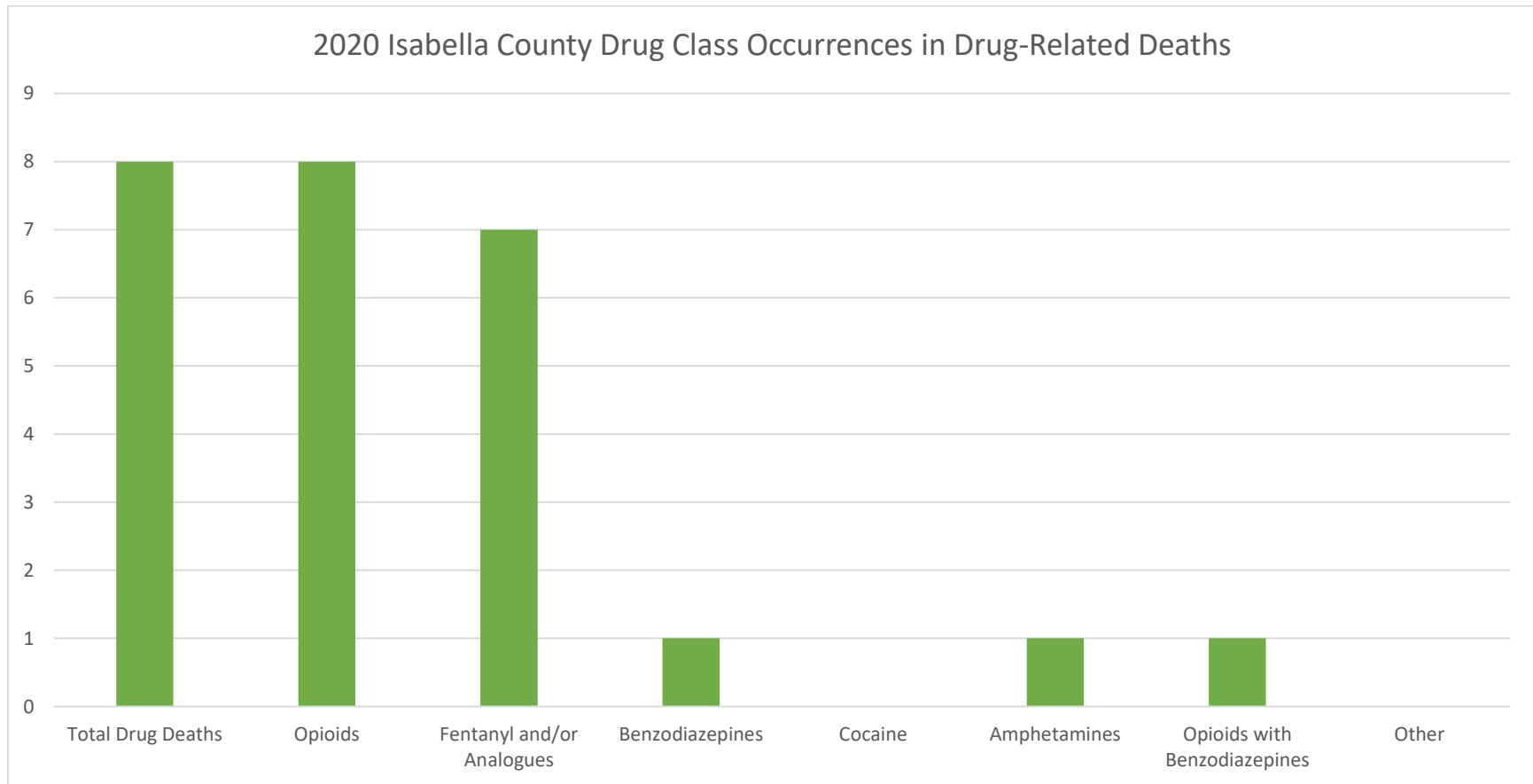


2020 Isabella County Drug-Related Deaths -
Manner of Death



Isabella County

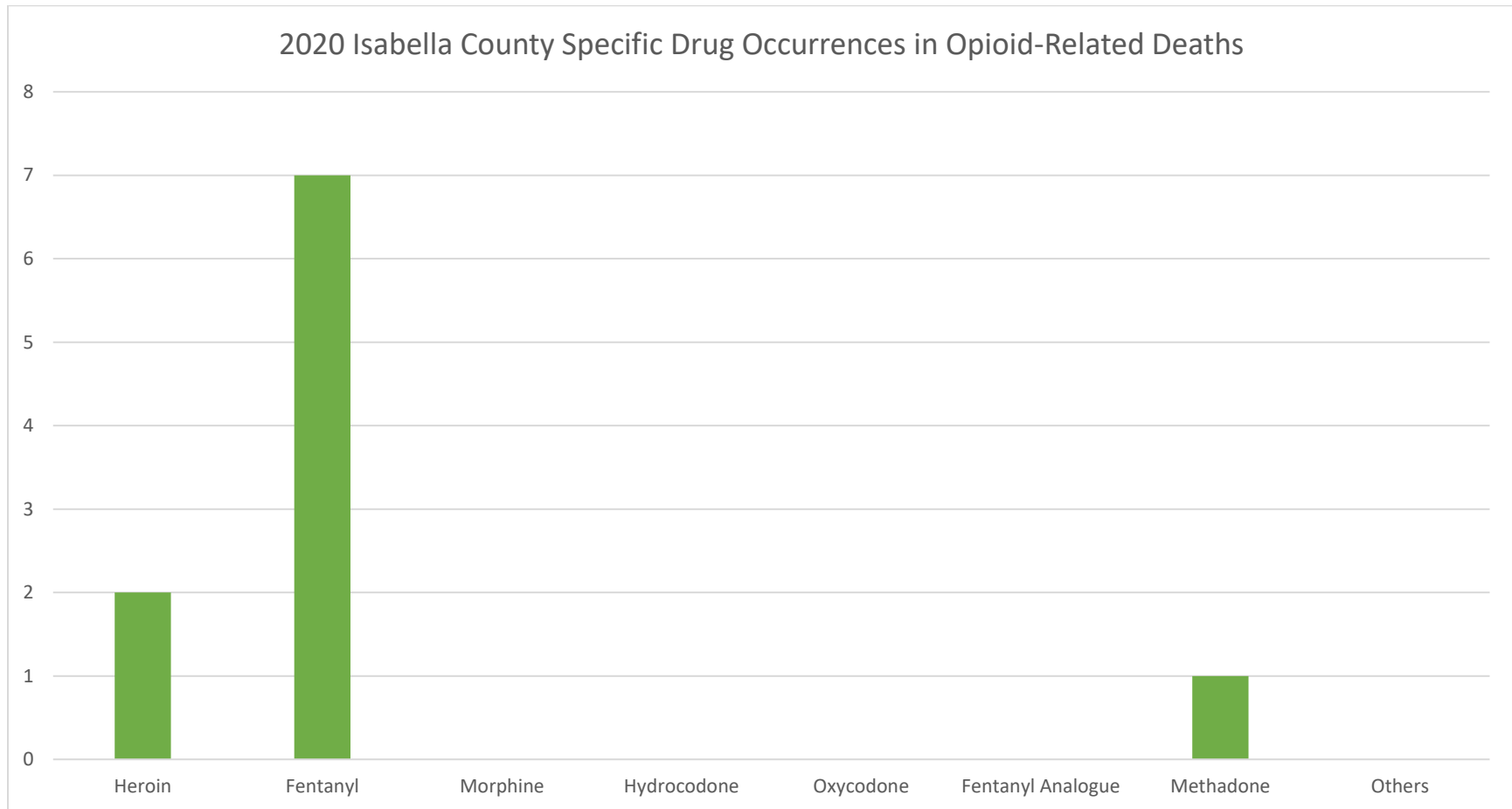
Drug-Related Deaths



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Isabella County

Drug-Related Deaths



This chart describes occurrences in one death of a specific opioid drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and heroin intoxication falls into both the fentanyl and heroin categories). The “other” category is for occurrences of other less-frequently observed opioids, including (but not limited to) tramadol, hydromorphone, buprenorphine, etc.

Shiawassee County

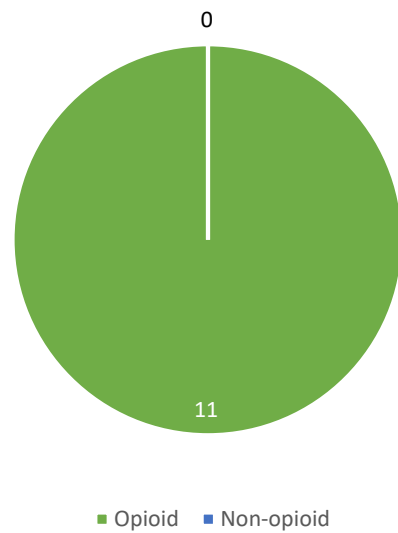
Drug-Related Deaths

2020 Shiawassee County Drug-Related Deaths			
Sex	Age	Substance(s) Causing Death	Manner of death
Male	24	fentanyl	Accident
Male	29	fentanyl, methamphetamine	Accident
Male	29	fentanyl, heroin, diazepam	Accident
Male	33	fentanyl, cocaine	Accident
Female	35	methadone, ethanol	Accident
Male	36	fentanyl, cyclobenzaprine, amitriptyline	Accident
Male	38	fentanyl	Accident
Male	40	fentanyl	Accident
Male	46	fentanyl, methamphetamine, cocaine, clonazepam, diazepam, sertraline	Accident
Male	49	fentanyl, heroin	Accident
Male	53	fentanyl, ethanol	Accident

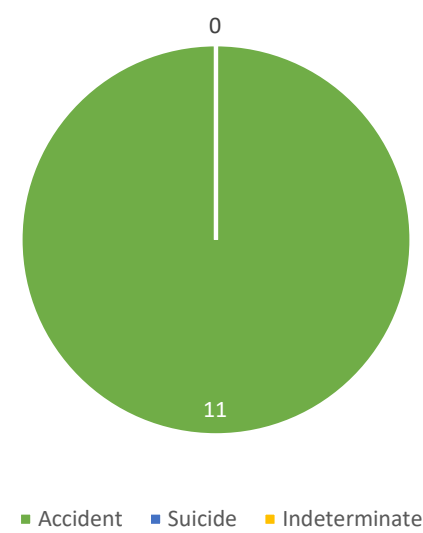
Shiawassee County

Drug-Related Deaths

2020 Shiawassee County Drug-Related Deaths - Opioid vs. Non-opioid

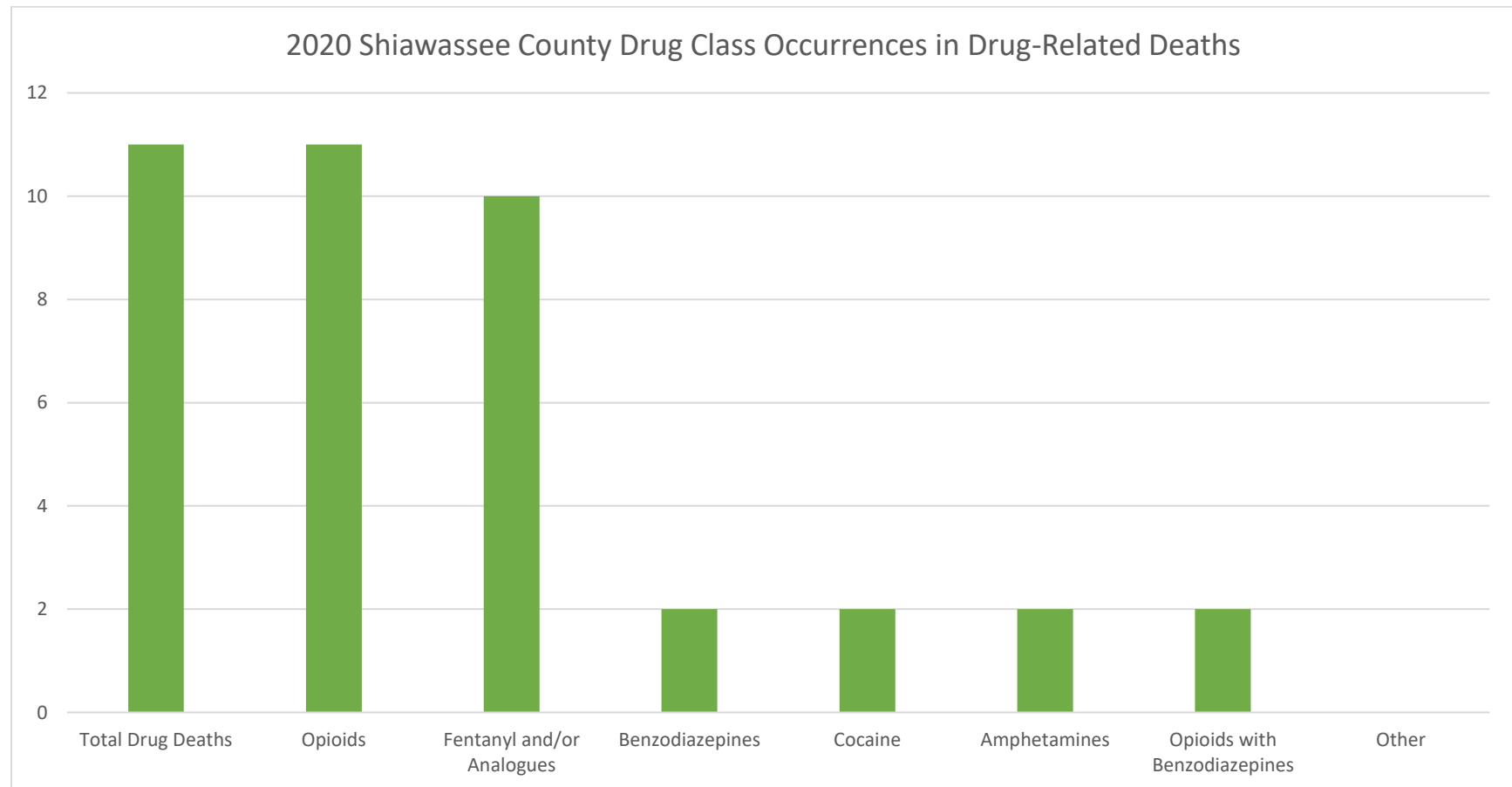


2020 Shiawassee County Drug-Related Deaths - Manner of Death



Shiawassee County

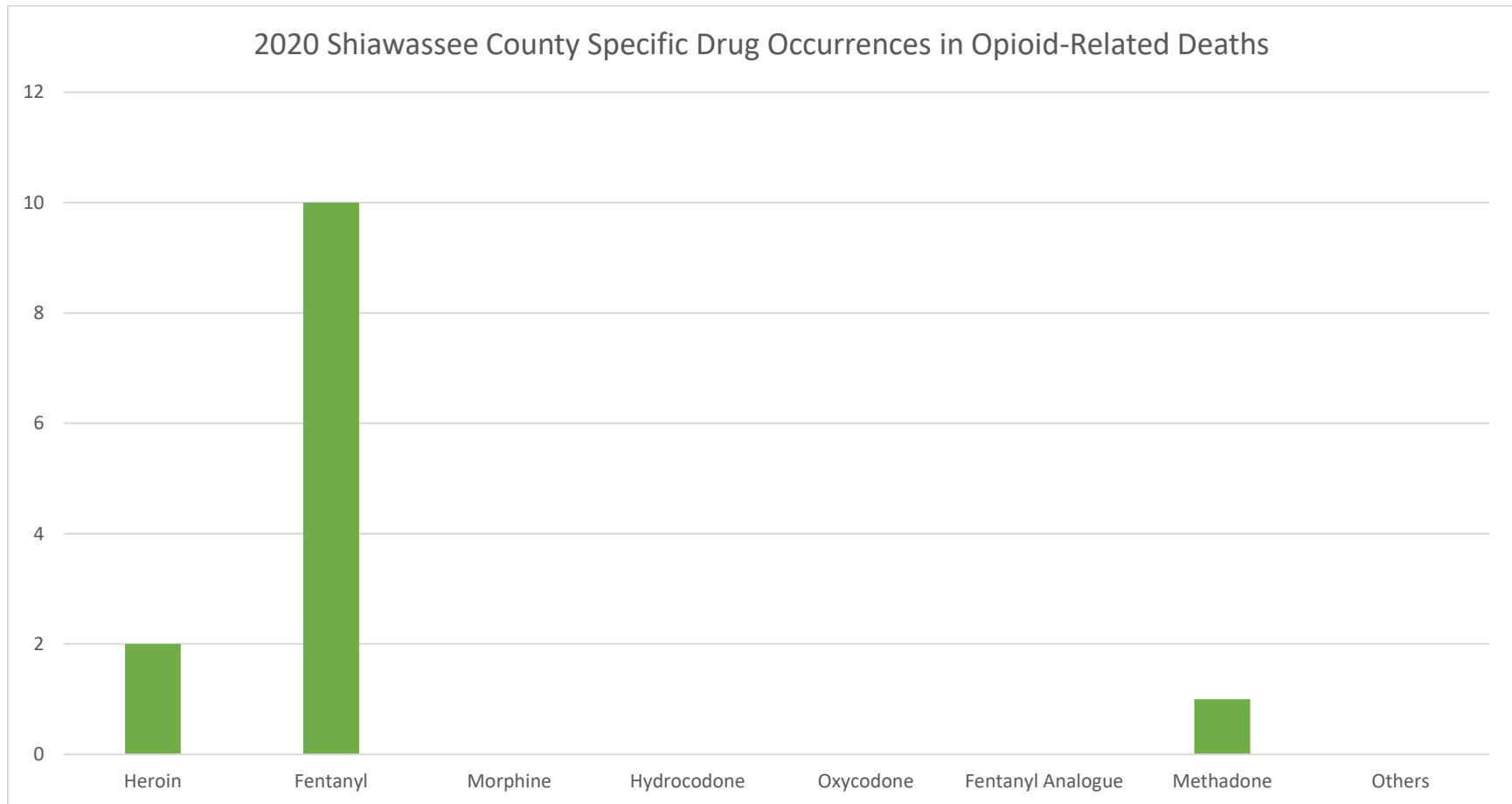
Drug-Related Deaths



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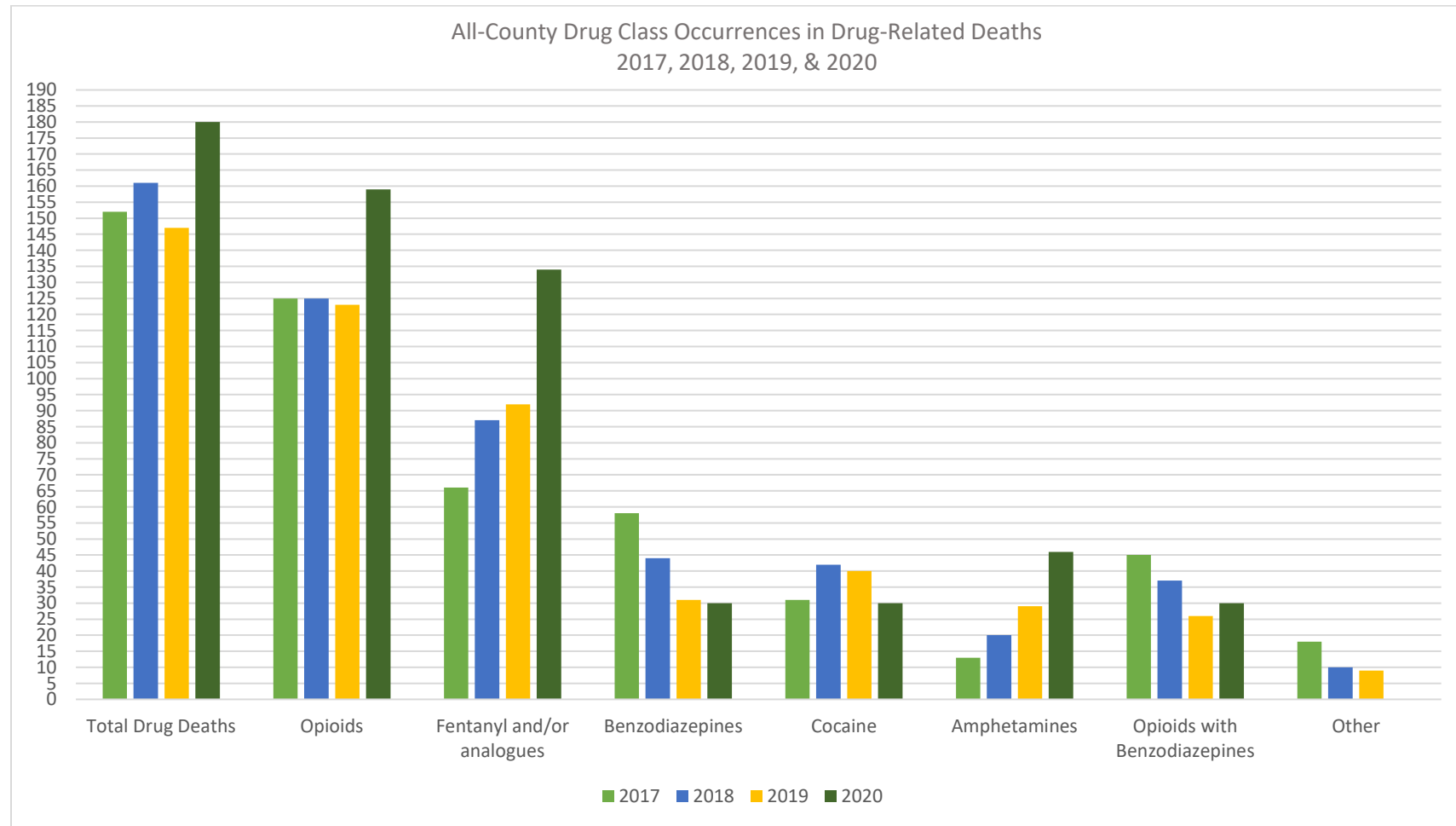
Shiawassee County

Drug-Related Deaths



This chart describes occurrences in one death of a specific opioid drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and heroin intoxication falls into both the fentanyl and heroin categories). The “other” category is for occurrences of other less-frequently observed opioids, including (but not limited to) tramadol, hydromorphone, buprenorphine, etc.

Historical Data



This chart describes occurrences in one death of a given class of drug. As most drug-related deaths are due to two or more substances, the same death may fall into multiple categories (e.g. death due to fentanyl and alprazolam intoxication falls into the opioids, benzodiazepines, fentanyl and/or analogues, and opioids with benzodiazepines categories). Multiple of the same class of drug in the same death counts as only one occurrence of that class of drugs (e.g. death due to heroin and hydrocodone intoxication – both of these are opioids so this death falls only in the opioids category, as one occurrence). The “other” category is for occurrences of drug-related deaths due *solely* to drugs which do not fall into the other listed categories

Historical Data

2017-2020 Total Drug Deaths for Eaton, Ingham, Ionia, Isabella, and Shiawassee Counties

- The total drug death trend has continued on an upward trajectory from 2017 (152) to 2020 (180); the lowest total in the four year span was in 2019 (147) suggesting the beginning of a downward trend, however the number rose steeply in 2020 (180).
- Opioid drug deaths have been relatively stable over the years 2017 to 2019 (125,125,123) with a steep increase in 2020 (160).
- Opioid deaths involving fentanyl and/or fentanyl analogues has continued a steady increase over the four years 2017 to 2020, more than doubling from 66 in 2017 to 134 in 2020.
- Deaths involving benzodiazepines have steadily decreased over the four years from 2017 to 2020.
- Drug deaths involving amphetamines (primarily methamphetamine) have steadily increased in the four years 2017 to 2020, more than tripling from 13 in 2017 to 46 in 2020.