

EATON COUNTY BOARD OF COMMISSIONERS

MEMBERS

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright
Trevor Youngquist
Mark Mudry
Joseph Brehler



MEMBERS

Brian Droscha
Jacob Toomey
Scott Hansen
Brian Lautzenheiser
Jim Mott
Frank Holmes
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/INFORMATION TECHNOLOGY & COMMUNICATION COMMITTEE

WEDNESDAY, OCTOBER 4, 2023, 4:00 P.M.

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of the September 6, 2023 Meeting Minutes.
5. Limited Public Comment.
6. Communications Director Update.
 - Commissioner District Literature
7. Technology Services Director Update.
 - Prosecutor Case Management System Update
 - Security Incident Response Plan Update
 - Cell Signal Mapping
8. Barry-Eaton District Health Department Support Services Agreement.
9. Broadband Update.
10. Miscellaneous.
11. Limited Public Comment.
12. Adjournment.

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

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

WEDNESDAY, SEPTEMBER 6, 2023

4:00 P.M.

MINUTES

MEMBERS PRESENT: Commissioners Brian Droscha, Barbara Rogers, Frank Holmes,
Jacob Toomey, Brandon Haskell, Mark Mudry and Scott Hansen.

ALSO PRESENT: Commissioner Jim Mott, Logan Bailey, Eric Daley, Nathan Nighbert,
Jon Merrick and Connie Sobie

The August 2, 2023 regular meeting of the Information Technology and Communication Committee was called to order at 4:00 p.m. by Chairperson Droscha.

The Pledge of Allegiance was given by all.

Commissioner Haskell moved the approval of the agenda. Commissioner Hansen seconded. Motion carried unanimously.

Commissioner Rogers moved the approval of the August 2, 2023 meeting minutes. Commissioner Haskell seconded. Motion carried unanimously.

Limited Public Comment. None.

Communications Director, Logan Bailey, provided updates related to the work currently being done in the assessing and updating of communications since his start on August 28, 2023.

Technology Services Director, Eric Daley, presented the department's monthly report. Network upgrades have been completed at the Health Department offices in Hastings and Charlotte. Work involving the temporary relocation of the Delta Township Sheriff Substation is estimated to being at the end of September. Three printers have been eliminated as part of the printer audit previously discussed.

GIS Administrator, Jonathon Merrick was present to provide a demonstration of the damage assessment application he created. The application was successfully used to quickly pinpoint where the most damage occurred during the Emergency Operations Center activation for the severe storm event in August.

Limited Public Comment. None.

Chairperson Droscha adjourned the meeting at 4:28 p.m.

The next regularly scheduled meeting of the Information Technology & Communication Committee will be held on Wednesday, September 6, 2023 at 4:00 p.m., in the Board of Commissioner Room of the Courthouse located at 1045 Independence Blvd, Charlotte, MI 48813.

Brian Droscha, Chairperson



**EATON COUNTY
CONTROLLER'S OFFICE**

Connie L. Sobie
Controller/Administrator

Melissa L. Ballard
Finance Director

Claudine Williams
Director of Intergovernmental
Affairs and Development

Ben Dawson
Human Resources Director

Logan Bailey
Communications Director

DATE: October 4, 2023

TO: Information, Technology, & Communications Committee

FROM: Communications Director

SUBJECT: October 2023 Report

COMMUNICATIONS AUDIT

In terms of communications collateral, it's important to consider current practices and standard operating procedures around publication, as well as active channels. Eaton County does not have a large cache of photography, video, or channels. The County needs:

- Imagery (photos, video)
- High-quality TIFF, PNG, or other design files of branding (logos, seal, fonts, etc.)
- Updated procedures on website etiquette and updating of department pages

The lack of active, in-use, or available imagery, as well as brand guidelines, offers both disadvantages and advantages. New development of brand guidelines will be adhered to across county communications efforts (letterhead, PR, social media, etc.) without having to change much collateral that is in active use, which is an advantage, but short-term changes in the interim are harder to rollout. EDGE Partnerships will assist in collateral updating, template drafting, graphic design, and messaging rollout across channels. I have updated the newsletter template, social media templates, and the Controller's Office, Eaton County general, and Board of Commissioners letterhead to streamline and simplify messaging. These, along with any other recent changes, will be updated again with the branding changes that are imminent for 2024.

Channels

- Website
 - EatonCounty.org provides a means for stakeholders, external and internal, to learn how to contact internal staff, departments, elected officials, and access services.
- Departmental/adjacent websites
- Hosted external links (chambers of commerce, cities, etc.)
- Social Media, Main - Facebook, Instagram, LinkedIn
 - Limited following and history do not offer much organic reach for information sharing, though more activity shows steady growth
 - At this time, no new platforms will be added
- Social Media, Department Level
 - Departments like (Parks, 911 Central Dispatch, Sheriff's Office) as well as associated pages offer leverageable organic reach for information sharing, but



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efforts are disjointed, causing confusion on validity of information and brand identity

- Monthly Newsletter, External and Internal Audiences
- YouTube

Audiences

Audience segmentation and targets will be identified per touchpoint once communications plan is finalized. This list is not exhaustive as new audiences are identified or removed:

- Internal: Board of Commissioners, county employees, elected officials, contracted organizations and individuals
- External: residents of Eaton County, media outlets, outside county elected officials (Townships, cities, etc.), Tri-County residents, state officials, federal officials, businesses, coalitions

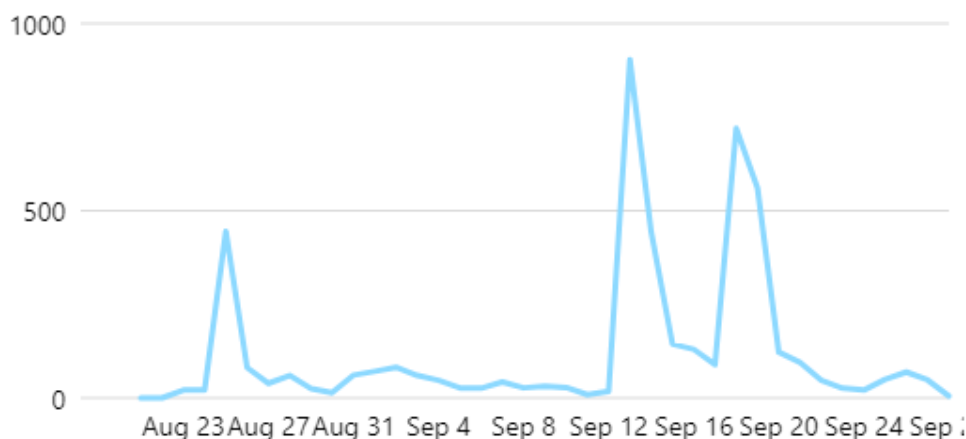
Through community research, we will work to expand and segment these further as the brand identity is built out.

WEB ANALYTICS

Of the three social media platforms the County has active, Facebook has proven to be the most lucrative in organic reach. On all three platforms, we should begin to see a plateau rather than a spike with the percentage of reach increase over the remainder of 2023, but the number should continue to grow steadily as we gain followers.

Facebook reach ⓘ

3,299 ↑ 1.1K%



Instagram reach is on by post basis with deeper spikes as varied channels on the platform are used, such as reels taking place of or in tandem with a general post on our profile.



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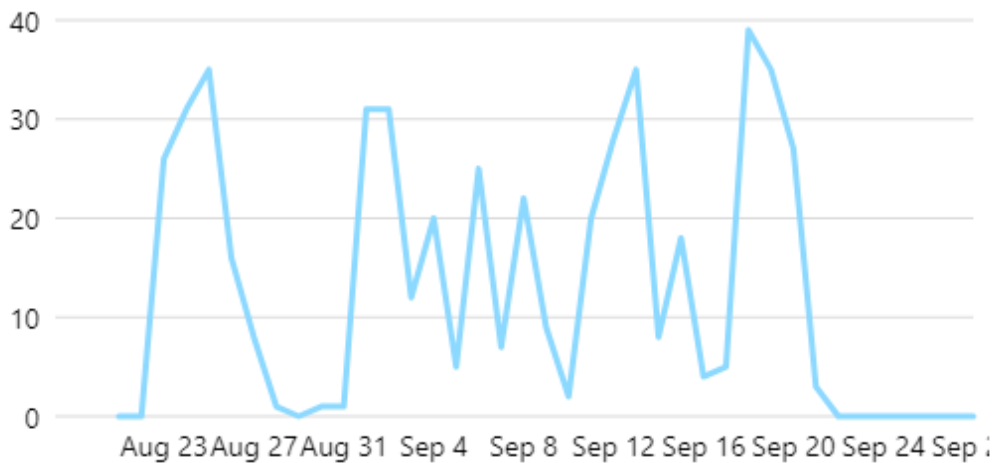
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Instagram reach ⓘ

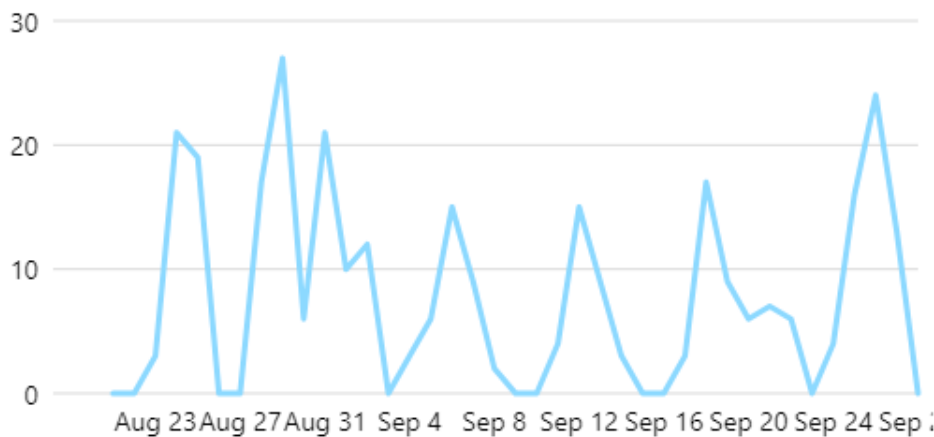
84 ↑ 23.5%



I've experimented with content use and sharing in groups on Facebook specifically, looking to see what gains traction and what has the highest reach on local forums (Charlotte, Eaton Rapids, County Happenings, etc.). I am also interacting and sharing content from other Department pages and external pages whose content compliments our own (publications/media, Emergency Management, Eaton County Parks, etc.). I am working with the more active social media pages on complimenting content and committing to sharing specifics to grow our organic reach, as well as assist them in maximizing reach. Sharing posts and interacting outside of our own page has increased our reach, but page visits are seeing a steady decline as stakeholders interact outside of our profile page with our content.

Facebook visits ⓘ

307 ↓ 7.5%



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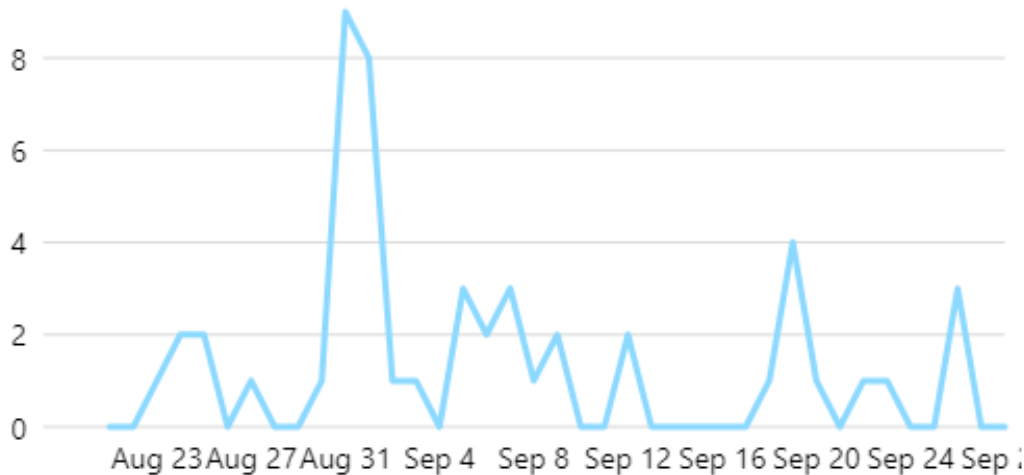


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Instagram has allowed me to experiment in Reels and Story sharing in a larger way, with shares of other pages onto our own feed showing by post increases in organic reach.

Instagram profile visits ⓘ

50 ↑ 42.9%



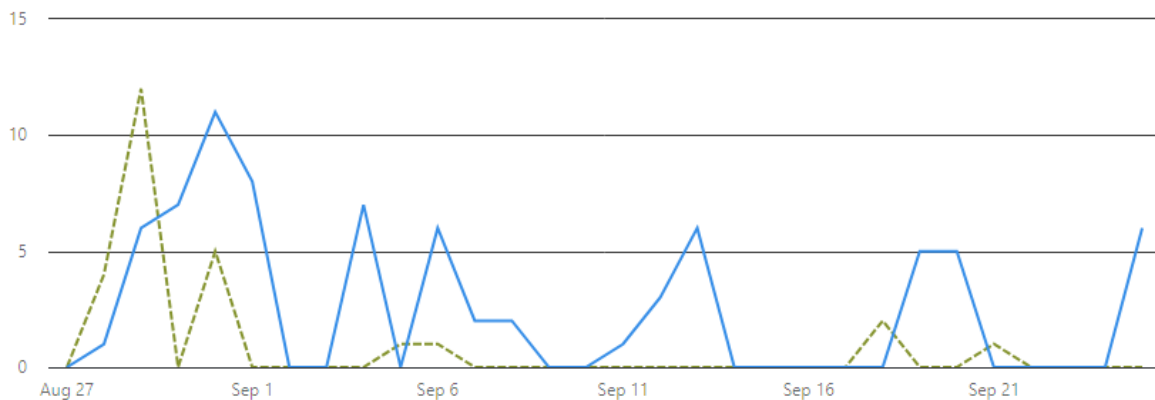
LinkedIn, as showcased below, operate similarly to Instagram in reach being limited to per-post interaction, with tagging and interaction between other pages as less lucrative when it comes to reach outside of specific post click conversion (dotted line shows mobile use, solid blue line is desktop usage).

Visitor metrics ⓘ

Page views ▾

All pages ▾

All filters



Technology Services and I have met with Civic Plus on a timeframe for a full website update. I plan to begin this process in earnest as it will take anywhere between 6 and 10 months to fully



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integrate an upgraded site. I am looking at search capabilities, navigation changes, and what web analytics we can apply to the site within the means of our current contract and beyond. I am looking at options for analytic software so we can better monitor who is accessing or searching what on our site, what is getting completely bypassed by the public, what they are searching for externally that leads them to our site, and what pages have the highest traffic. Currently, we are reviewing options and template/module changes for our site.

COMMUNICATIONS CONTRACT, TIMELINE

October 5 is our first meeting with the contracted communications firm EDGE Partnerships to discuss specific timelines, deadlines, and to pass information on communications capabilities and files, including the audit information laid out in the next section of this report. The firm and I will begin drafting key messaging based on community feedback and historic data, which includes real-time updates to recommendations as more web analytics are gathered over the coming months.

There will be a feedback period on options for branding that I will bring to this committee, and subsequently the entire Board, in the near future.

MEDIA

I've reached out to surrounding publications, including Lansing State Journal, County Journal, WILX, WLNS, and Fox 47. I've spoken on three separate articles, including on the Local State of Emergency in August, High Risk Dams, and electric vehicles. None of these press opportunities were initiated by me, and I am actively working to change that so we are more proactive.

We will do at least one press execution a month, to continue to tell the story of the work Eaton County is accomplishing for and in service of community members. This is detrimental to building authority around information sharing and to reach more people. We will leverage current relationships with community members and business-adjacent organizations to maximize the reach and expected touchpoints with media organizations inside Eaton County and beyond.

COUNTY SERVICES, COMMISSIONER HANDOUT

I have drafted an informational one-sheet highlighting services Eaton County offers, how county government functions, and highlighting each district. You will find drafts of this on the following pages. This was created because we need a resource to point to that explains what Eaton County admin includes, services available, and to begin telling the story of not only how this body functions, but why stakeholders should look to communications from Eaton County as an accurate, authoritative, accessible, and helpful resource.

As seen in the attached examples, this includes links to learn more about county government in Michigan, how to research your district, and a photo of each commissioner. That may seem frivolous but putting a face to this information and the Eaton County government is a reputational boon for the services offered. This requires an updated headshot of each commissioner. The Controller's Office is working to schedule that in a timely and cost-effective manner, and will include photos of the judges and other elected officials.



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EATON COUNTY

Government Services



From Marriage Licenses and Elections, to Traffic Tickets and Inspections, learn more about what **Eaton County Government** has to offer you, including **online services**:

Administration, Accounting & Services

Controller's Office, County Clerk, County Facilities, Register of Deeds, Technology Services, Treasurer, and Veterans Service.

Development & Construction

Community Development, Construction Codes & Planning and Zoning, Drain Office, Equalization & Property Description.

Health & Environment

Barry-Eaton District Health Department, Parks & Recreation, and Resource Recovery-Recycling.

Justice System

The Courts, Circuit Court Clerk, Jury Duty, Prosecuting Attorney, Public Defender Office, and Youth Facility.

Public Safety

Animal Control, Central Dispatch - 911, Emergency Management, and the Sheriff's Office.

Other Agencies & Services

Community Mental Health, Conservation District, Continuum of Care, EATRAN, Health & Rehabilitation Services, Historical Commission, Land Bank Authority, Medical Examiner, MSU Extension Office, Office on Aging, and Road Commission.



Visit **eatoncountymichigan.org**
to access services:





EATON COUNTY

Board of Commissioners



HOW COUNTY GOVERNMENT WORKS:

The Board of Commissioners is the oldest form of government. A body of elected commissioners serves both executive and legislative duties for the county as a whole. Commissioners approve budgets, spending, hire county employees, and plan for the county's future.

**Learn more about county government
at micounties.org.**



DO YOU KNOW YOUR COMMISSIONER?

DISTRICT 01	Tim Barnes
DISTRICT 02	Blake Mulder
DISTRICT 03	Terrance Augustine
DISTRICT 04	Brandon Haskell
DISTRICT 05	Jeanne Pearl-Wright
DISTRICT 06	Trevor "TJ" Youngquist
DISTRICT 07	Mark Mudry
DISTRICT 08	Joseph C. Brehler
DISTRICT 09	Brian Droscha
DISTRICT 10	Jacob Toomey
DISTRICT 11	Scott Hansen
DISTRICT 12	Brian Lautzenheiser
DISTRICT 13	Chairman Jim Mott
DISTRICT 14	Frank Holmes
DISTRICT 15	Vice Chairman Barbara A. Rogers



Find your
Commissioner District
by entering your address here:





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DO YOU KNOW YOUR COMMISSIONER?

DISTRICT 01

TIM BARNES

District 01 includes:

- Mulliken
- Sunfield
- Vermontville

Message Your Commissioner:
tbarnes@eatoncounty.org



Find your
Commissioner District
by entering your address here:





EATON COUNTY

Board of Commissioners



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DO YOU KNOW YOUR COMMISSIONER?

DISTRICT 07

MARK MUDRY

District 07 includes:

- Delta Charter Township

Message Your Commissioner:
mmudry@eatoncounty.org



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Commissioner District
by entering your address here:





EATON COUNTY

Board of Commissioners



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DO YOU KNOW YOUR COMMISSIONER?

DISTRICT 10

JACOB TOOMEY

District 10 includes:

- Benton Charter Township
- Dimondale
- Windsor Charter Township

Message Your Commissioner:
jtoomey@eatoncounty.org



Is this your Commissioner?
Find your **Commissioner District**
by entering your address here:





EATON COUNTY

Board of Commissioners



HOW COUNTY GOVERNMENT WORKS:

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Learn more about county government
at micounties.org.



DO YOU KNOW YOUR COMMISSIONER?

DISTRICT 12

BRIAN
LAUTZENHEISER

District 12 includes:

- Charlotte

Message Your Commissioner:
blautzenheiser@eatoncounty.org



Is this your Commissioner?
Find your **Commissioner District**
by entering your address here:



EATON COUNTY BOARD OF COMMISSIONERS

OCTOBER 18, 2023

**RESOLUTION TO APPROVE KARPEL SOLUTIONS CUSTOMER
AGREEMENT**

Introduced by the Information Technology & Communication Committee

WHEREAS; the Eaton County Prosecutor is interested in migrating their case management system from “ACT/JCT” to "Prosecutor" by Karpel Solutions; and

WHEREAS; the basis for the request is due to “ACT/JCT” being phased out by the Prosecuting Attorneys Association of Michigan (PAAM); and

WHEREAS; PAAM has evaluated and tested many case management solutions and has made the recommendation for transitioning to "Prosecutor" by Karpel Solutions; and

WHEREAS; PAAM is currently offering an incentive for early adopters of this product and will include the full migration of data, as well as three years of support for agencies who make the transition in calendar year 2024; and

WHEREAS; during this migration, additional consideration is being given to accommodate integration with the Eaton County’s Economic Crimes Unit's (ECU) file management system, options are reflected in the project cost; and

WHEREAS; the project is estimated to cost up to Fifty Thousand dollars (\$50,000) and is already included in the current budget; and

WHEREAS; the Information Technology & Communication Committee has reviewed the Prosecuting Attorneys request to make this migration and recommends its approval.

NOW, THEREFORE BE IT RESOLVED; that the Eaton County Board of Commissioners approves the contract with Karpel.

BE IT FURTHER RESOLVED, the Eaton County Board of Commissioners authorizes the County Prosecutor to execute said contract.

15. Appendix B

15.1 MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN

EATON COUNTY AND KARPEL SOLUTIONS FOR PARTICIPATION IN STATEWIDE DATA SHARING

Parties

1. The parties to this MOU are Karpel Solutions and Prosecution Offices that are willing to contribute potentially Confidential, Personally Identifiable, Criminal Justice Information to a Statewide Search system for purposes of information sharing with other Prosecution Offices.
2. The parties agree that maximum participation by all Prosecution Offices will strengthen the purposes of this MOU. Accordingly, the parties anticipate and desire that other eligible offices will join this MOU from time to time in the future. A joining agency shall also be considered a party and shall have the same rights, privileges, obligations, and responsibilities as the original parties.

Authority

Each participating Office warrants that it has the legal authority to enter into this MOU and share Confidential Information, Personally Identifiable Information and Criminal Justice Information with each other and with Karpel Solutions for the sole purpose under this MOU for the delivery of a Statewide Search function.

Definitions

Confidential Information - Means information of either Karpel Solutions or Contributing Party which is disclosed under this MOU in oral, written, graphic, machine recognizable, electronic, sample or any other visually perceptible form by one office to the other, and which is considered to be proprietary, sensitive, or trade secret by the disclosing party. Confidential Information of Karpel Solutions expressly includes HOSTEDbyKarpel, PROSECUTORbyKarpel, and Statewide Search. The Confidential Information of Contributing Party includes, subject to the limitation below, Personally Identifiable Information and Criminal Justice Information. Confidential Information for purposes of this MOU does not include information with access restricted to certain users or teams within PROSECUTORbyKarpel by the Contributing Party.

Contributing Party - A Prosecuting Attorney's Office that is a party to this MOU.

Criminal Justice Information - Any information collected and retained by each Contributing Party within PROSECUTORbyKarpel and securely cached on HOSTEDbyKarpel for use by Statewide Search. Criminal Justice Information shall be considered Confidential Information. Criminal Justice Information includes limited information regarding defendants, co-defendants, court dates, charges, cases, and law enforcement referrals.

HOSTEDbyKarpel - Application and database delivery platform and website used by PROSECUTORbyKarpel to securely cache Confidential Information, Personally Identifiable Information, and Criminal Justice Information delivered through the Statewide Search function.

Information - Includes Confidential Information, Personally Identifiable Information and Criminal Justice Information.

Personally Identifiable Information - Means any information that may be used to identify specific persons or individuals, which is collected by each Contributing Party for use in conjunction with the use of

PROSECUTORbyKarpel and Statewide Search on HOSTEDbyKarpel. Personally Identifiable Information shall be considered Confidential Information. Personally Identifiable Information includes pedigree information used to identify specific persons or individuals and may include but is not limited to date of birth, social security numbers, addresses, and alias names.

PROSECUTORbyKarpel - Means the PROSECUTORbyKarpel criminal case management system and specifically each Contributing Party's licensed copy of PROSECUTORbyKarpel.

Statewide Search - Functionality contained in PROSECUTORbyKarpel that allows each Contributing Party to query or search defendant information, co-defendant information, court dates charge and case information of other Contributing Parties.

Purpose

The Contributing Parties and Karpel Solutions agree that criminal history and case information currently available through other law enforcement and public portals is inadequate and sometimes incomplete.

The Contributing Parties and Karpel Solutions agree that the sharing of information between each Contributing Party will benefit criminal justice statewide as it will allow for better charging, filing and case disposition decisions.

The purpose of this Memorandum of Understanding (MOU) is to establish permissions and guidelines for the use of Personally Identifiable Information, Confidential Information, and Criminal Justice

Information data the parties agree to share between each other and Karpel Solutions in connection with the Statewide Search function inside PROSECUTORbyKarpel that is housed in a secure database on HOSTEDbyKarpel.

In addition to the permissions and guidelines the purpose of the Statewide Search function is multifold:

1. Defendant information - Provide a mechanism for each Contributing Party to search and view basic defendant pedigree information that is contained in each Contributing Party's installation of PROSECUTORbyKarpel and that is cached in a secure database on HOSTEDbyKarpel accessible only from inside PROSECUTORbyKarpel.
2. Charge and Case information - Provide a mechanism for each Contributing Party to search and view defendant charge, referral and basic case information contained in each Contributing Party's installation of PROSECUTORbyKarpel and that is cached in a secure database on HOSTEDbyKarpel that is accessible only from inside PROSECUTORbyKarpel.

Co-Defendant information - Provide a mechanism for each Contributing Party to search and view co-defendant information and associations that are contained in each Contributing Party's installation of PROSECUTORbyKarpel and that is cached in a secure database on HOSTEDbyKarpel that is accessible only from inside PROSECUTORbyKarpel.

3. Court Dates - provide a mechanism for each Contributing Party to search and view court date information for cases that are contained in each Contributing Party's installation of PROSECUTORbyKarpel and that is cached in a secure database on HOSTEDbyKarpel that is accessible only from inside PROSECUTORbyKarpel.

Ownership, Entry and Maintenance of Information

1. Each Contributing Party retains sole ownership of, exclusive control over, and sole responsibility over all

the information it contributes through Statewide Search including Confidential Information, Personally Identifiable Information and Criminal Justice Information, and may at any time update, correct or delete any information contained in PROSECUTORbyKarpel. Any changes made to Information in PROSECUTORbyKarpel by the Contributing Party will be reflected in the Information shared through Statewide Search. Information shared through Statewide Search cannot be altered by the Contributing Party independent of PROSECUTORbyKarpel. All entries into Statewide Search are clearly delineated to identify the jurisdiction or Contributing Party.

2. Each Contributing Party has the sole responsibility and accountability for ensuring the information it enters into PROSECUTORbyKarpel and subsequently shared through Statewide Search was not obtained in violation of any federal, state, local or tribal law applicable to the Contributing Party.
3. Each Contributing Party has the sole responsibility and accountability for ensuring compliance with all applicable laws, regulations, policies, and procedures applicable to the party's entry of information in PROSECUTORbyKarpel that is subsequently shared through Statewide Search and cached by Karpel Solutions on HOSTEDbyKarpel.
4. As information entered into PROSECUTORbyKarpel and subsequently shared through Statewide Search is separately maintained by each Contributing Party in their separate installation of PROSECUTORbyKarpel, and for which each Contributing Party is solely responsible and accountable. Information is not alterable or changeable on in the Statewide Search database in any way by any other Contributing Party.
5. Statewide Search is only populated with loaned information derived from each Contributing Party and is not intended to be an official repository of original records, or to be used as a substitute for one, nor is the information contained in Statewide Search accorded any independent record status. Statewide Search is merely an application to facilitate the sharing of copies of the information outlined above that is contributed from already existing records contained in each Contributing Party's installation of PROSECUTORbyKarpel.
6. Each Contributing Party agrees to treat information shared through Statewide Search, including Confidential Information, Personally Identifiable Information, and Criminal Justice Information as confidential to the extent as authorized by law, including the Freedom of Information Act, 5.U.S.C. § 552, the Privacy Act, 5 U.S.C. § 552a, and STATE SUNSHINE LAWS.

Access to and Use of Information

1. Each Contributing Party will contribute Confidential Information, Personally Identifiable Information, and Criminal Justice Information automatically through PROSECUTORbyKarpel. Each Contributing party agrees and permits other Contributing Parties to access and use through the Statewide Search function such Confidential Information, Personally Identifiable Information, and Criminal Justice Information.
2. Each Contributing Party will have access via PROSECUTORbyKarpel through the Statewide Search function to Information securely cached on HOSTEDbyKarpel for use by Statewide Search.
3. Each Contributing Party agrees and understands that cases, persons, and other Information that is given an authorization level by each Contributing Party within PROSECUTORbyKarpel is not subject to dissemination to other Contributing Parties through Statewide Search. Such cases, persons and Information that are assigned specific users or teams (authorizations) through PROSECUTORbyKarpel authorization levels are excluded in Statewide Search results.

4. Prosecution Offices that are not Contributing Parties are not eligible to use Statewide Search function through PROSECUTORbyKarpel and will not have direct access to Statewide Search within PROSECUTORbyKarpel.
5. Each Contributing Party is responsible for providing Internet connectivity to use Statewide Search.
6. Karpel Solutions is responsible for securely caching Information for use by the Statewide Search function. Karpel Solutions houses Information within a secured datacenter that is CJIS compliant and SAS70 audited. Multiple levels of security are in place to access the physical systems along with multiple levels of authentication. All systems are backed up and a copy of those backups is kept in two different locations. Additionally, an outside third-party security audit is performed annually, testing both the network and application layers.
7. Karpel Solutions is responsible for providing a secure method of delivery of the Information that is requested through Statewide Search. Karpel Solutions accomplishes this by providing the information in an encrypted stream through SSL (Secure Sockets Layer) that is only accessible by Contributing Parties with the necessary GUID (Globally Unique Identifier) to access such Information.
8. Each Contributing Party has the sole responsibility and accountability for ensuring that the use of the Statewide Search function conforms with laws, regulations, policies, and procedures applicable to the Contributing Party.
9. All Contributing Parties and Karpel Solutions agree that any information that is accessed through Statewide Search may only be disseminated only in the furtherance of a legitimate law enforcement investigation or criminal prosecution.
10. Karpel Solutions is allowed to use Statewide Search for demonstration purposes showing only fictitious Information.

Effective Date, Duration, Modification and Termination

1. As among the Contributing Parties and Karpel Solutions, this MOU shall become effective when authorized representatives of each Contributing Party signs it.
2. This MOU shall remain in force for each Contributing Party as long as they continue to use PROSECUTORbyKarpel.
3. This MOU may be modified or altered upon the mutual written consent of the duly authorized representatives of each Contributing Party and Karpel Solutions. However, Karpel Solutions and the Contributing Parties may modify, address, and resolve technical and operational details with regards to the functionality of Statewide Search and PROSECUTORbyKarpel that relate to this MOU provided that such does not conflict with this MOU.
4. This MOU may be terminated at any time by the mutual written agreement of the authorized representatives of all the parties. A duly authorized representative of a Contributing Party may also terminate participation in the MOU upon thirty (30) day written notice to all other parties. Karpel Solutions may terminate the provision of Statewide Search to the Contributing Parties upon thirty (30) day written notice to all the Contributing Parties. A Contributing Party's participation may also be terminated involuntarily if not in compliance with the terms of this MOU.
5. Upon termination of this MOU, Karpel Solutions agrees to return or destroy all data that is cached on HOSTEDbyKarpel for use by the Statewide Search function.

SO AGREED, the parties below have executed this MOU by the signatures of the authorized representative of the Contributing Party on the dates indicated below.

Eaton County

Karpel Solutions



Signature

Signature

Printed Name

Jeffery L. Karpel
Printed Name

Title

CEO
Title

Date

9/6/23
Date

EATON COUNTY BOARD OF COMMISSIONERS

OCTOBER 18, 2023

**RESOLUTION TO APPROVE TECHNOLOGY SUPPORT SERVICES
AGREEMENT**

Introduced by the Information Technology & Communication Committee

WHEREAS; the Barry-Eaton District Health Department (BEDHD) is interested in Eaton County providing technology support services to BEDHD through the County Technology Services Department; and

WHEREAS; the Barry-Eaton District Health Department desires to enter into an agreement with Eaton County to deliver these technology services to include hardware and software end-user support services; and

WHEREAS; the Information Technology & Communication Committee reviewed the proposed contract for technology support services and recommends its approval.

NOW, THEREFORE BE IT RESOLVED; that the Eaton County Board of Commissioners approves the agreement for technology support services with the Barry-Eaton District Health Department; and

BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners is authorized to execute said agreement on behalf of Eaton County.