



# Newaygo County Board of Commissioners

Public Safety/Judicial Committee

MINUTES

March 13, 2024

10:00 A.M.

CALL TO ORDER	Meeting called to order by Commissioner Paul Mellema, Chair, at 10:31 a.m.
MEMBERS PRESENT	Bryan Kolk, Charles Trapp, Paul Mellema
AGENDA - MOTION NO.	24-095
Motion by Bryan Kolk, second by Paul Mellema, to approve the agenda of March 13, 2024. Ayes – Bryan Kolk, Charles Trapp, Paul Mellema. Nays – none. Motion carried.	
PUBLIC COMMENT	None
MINUTES – MOTION NO.	24-096
Motion by Bryan Kolk, second by Paul Mellema, to approve the Public Safety/Judicial Committee Meeting Minutes of February 14, 2024. Ayes – Bryan Kolk, Charles Trapp, Paul Mellema. Nays – none. Motion carried.	
DEPARTMENT UPDATE	Adam Chiles, Central Dispatch
The following updates were reported:	
<ul style="list-style-type: none"> <li>• <b>Training</b> – Attended the Interoperability Conference in Muskegon at the end of February. This conference provides focused education and information about the advantages of interoperable communications, 911, evolutionary changes in interoperability, auxiliary communications, and the importance of relationships.</li> <li>• <b>Department Update</b> – One of the KVM switches has been installed at one of the workstations. The other three workstations should be completed within the next couple of weeks.</li> <li>• <b>Statistics</b> – In February the center took 4,387 phone calls. Of those calls, 1,071 were 911 calls and the average ring time was 2.46 seconds.</li> </ul>	
DEPARTMENT UPDATE	Worth Stay, Prosecuting Attorney
<ul style="list-style-type: none"> <li>• Not in attendance.</li> </ul>	
DEPARTMENT UPDATE	Robert Mendham, Sheriff
The following updates were reported:	
<ul style="list-style-type: none"> <li>• The new Employee Workout Center in the basement has also provided a great space for trainings for the Sheriff’s Office.</li> <li>• The door and window project is going well and is ahead of schedule.</li> <li>• Currently have two gentlemen who are finishing up at the Academy and should be finished in April.</li> </ul>	
DEPARTMENT UPDATE	Karen Moore, Indigent Defense Assigned Counsel Administrator
<ul style="list-style-type: none"> <li>• The Governor has fully funded the MIDC for Fiscal Year 2025.</li> <li>• Standards 6 and 7 are currently being worked on and discussed.</li> <li>• Currently looking into a new case management system for Attorney information.</li> </ul>	

MOTION NUMBER	24-097
Motion by Bryan Kolk, second by Charles Trapp, to recommend to the Finance Committee to approve the partial 2024 Public Defender Agreement for the 27 <sup>th</sup> Judicial Circuit Court, Family/Juvenile Division with Attorney Cheryl L. Sterling, and authorize the Chief Judge Robert D. Springstead and Judge Melissa K. Dykman to sign any and all necessary documents. Ayes – Bryan Kolk, Charles Trapp, Paul Mellema. Nays – none. Motion carried.	
DEPARTMENT UPDATE	Wendy Jarvis, Trial Courts Administrator
<ul style="list-style-type: none"> <li>• The bid openings for the Courthouse Renovations project are tomorrow March 14<sup>th</sup>.</li> <li>• Currently working to prepare for Judicial changes as Judge Drake is retiring.</li> <li>• There are 2 open positions at Circuit Court.</li> </ul>	
MOTION NUMBER	24-098
Motion by Bryan Kolk, second by Charles Trapp, to recommend to the Finance Committee to approve the FY 2023 Homeland Security Grant Program Intergovernmental Agreement with the West Michigan Regional Medical Consortium; and authorize the Board Chair, County Administrator, and Emergency Services Director to sign any and all necessary documentation. Ayes – Bryan Kolk, Charles Trapp, Paul Mellema. Nays – none. Motion carried.	
DEPARTMENT UPDATE	Abby Watkins, Emergency Services Director
The following updates were reported by written report: <ul style="list-style-type: none"> <li>• <b>Muskegon County Hazard Mitigation Plan</b> – On Wednesday, February 21, 2024, Director Watkins received verbal feedback from the State Hazard Mitigation Planning Analyst. As a follow up written comments were received late afternoon on February 23<sup>rd</sup>. Working on addressing the corrections requested and resubmitting the plan with the review sheet no later than April 5, 2024.</li> <li>• <b>ARPA 02 Generator Project</b> – As of March 4, 2024, all work on building generators has been completed. All buildings on the Newaygo County Campus are now generated.</li> </ul>	
ADMINISTRATOR REPORT	Administrator Christopher Wren
<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>	
PUBLIC COMMENT	None
MISCELLANEOUS	None
ADJOURNMENT	24-099
Motion by Charles Trapp, second by Bryan Kolk, to adjourn the meeting at 11:00 a.m. Ayes – Bryan Kolk, Charles Trapp, Paul Mellema. Nays – none. Motion carried.	
COUNTY CLERK CERTIFICATION	Jason VanderStelt, County Clerk
CHAIRPERSON CERTIFICATION	Paul Mellema, Committee Chair
DATE	April 10, 2024