

# CRIMINAL JUSTICE COMMITTEE



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## MEMBERS

Terry Collins, John Lapham, Karol "KZ" Bolton

## MEETING LOCATION

Via ZOOM

**DRAFT**

**Minutes:** Thursday, June 4, 2020 – 10:00 a.m.

**Present:** Commissioners Collins, Bolton, Lapham, and Stimpson

**Also Present:** Sheriff Bevier, Burke Castleberry, Craig Tanis, Kim Murphy, Martin Marshall, Rebecca Borton, Dr. Cassin, Matt Richardson, Jacob Pifer, and Shannon Elliot

### I. Approval of Minutes

*Motion by Lapham, seconded by Bolton, to approve the minutes of the March 5, 2020 meeting. Motion carried.*

### II. Finance Reports

Administrator Marshall reviewed the finance report.

### III. Sheriff's report

The Sheriff's report was available, and Sheriff Bevier provided highlights including steps they are taking to re-open.

**Kennel License Deadline:** The deadline to apply for a kennel license is June 1<sup>st</sup> of each year. Under current Stay Home Orders & the COVID-19 pandemic, it has made it difficult to complete the application process.

*Motion by Bolton, seconded by Lapham, to submit a recommendation to the Personnel/Ways & Means Committee that the dog kennel licensing deadline be changed from June 1, 2020 to August 1, 2020 without penalty.*

Sheriff Bevier was excused to attend another meeting.

### IV. Prosecuting Attorney's report

The Prosecuting Attorney's report for May was available. Prosecutor Castleberry reported that numbers continue to be up, and the office is operating at full staff.

### V. Public Defender's report

There was nothing to report from the Public Defender's Office.

### VI. Emergency Management report

The Emergency Management report was available, and Craig Tanis reported that reserve PPE supplies are being moved to and stored at the Airport and distributed as needed.

**VII. Medical Examiner report**

The Medical Examiner's report was available. Dr. Cassin reported that the number of deaths is about 45% in Lenawee County and around 66% in Hillsdale County which has been affected by COVID; the number of autopsies is near expectations.

**VIII. Courts**

Shannon Elliot from Probate Court, highlighted activities. She reported on the status of SCAO requirements and the governor's orders and for our courts to enter Phase One of re-opening.

The courts have higher security levels of ZOOM to hold hearings.

**IX. Regional Morgue Facility Manager:** Marty reviewed a request to create a new position to accommodate the new morgue operation servicing Jackson, Hillsdale, and Lenawee counties.

*Motion by Bolton, seconded by Lapham, to recommend to Personnel/Ways and Means the creation of a Regional Morgue Facility Manager. Motion carried.*

**X. Other Business**

Marty noted that a request for an additional security person to be stationed out to the Human Services Building handle the volume of patrons as the building opens will be submitted to the Personnel/Ways & Means Committee.

There was discussion regarding a record of actions taken for future reference. A sort of "lesson-learned" affect.

Marty noted that many proactive actions initiated, and safety considerations, may continue into the future.

Craig added that an after-action report will be prepared once the pandemic has ended.

Matt commented that mobility considerations will be made for IT products.

**XI. Adjournment**

*Motion by Lapham, seconded by Bolton, to adjourn the meeting at 10:37 a.m. Motion carried.*