

AMENDED
AGENDA
MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, NOVEMBER 4, 2025 – 6:00 P.M.
125 EAST SECOND STREET
MONROE, MI 48161
(734) 240-7003

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
Led by Commissioner Swartout
- IV. OPENING PRAYER
- V. APPROVAL OF AGENDA
- VI. APPROVAL OF MINUTES (10/21/2025 Regular Meeting)
- VII. PUBLIC COMMENT
- VIII. CLOSED SESSION
 - 1. Closed Session to discuss collective bargaining
- IX. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION
 - 1. Presentation from Mr. Chris Westover, Environmental Health Director regarding the Sanitary Code of Appeals Board.

Suggested Action: No action required. For Board discussion and informational purposes only.

- X. FINANCE MATTERS
 - 1. Payment of the 10/22/2025 Accounts Payable Current Claims Report in the amount of \$ 1,333,431.62

Suggested Action: Motion to confirm/not confirm the 10/22/2025 Accounts Payable Current Claims Report for \$ 1,333,431.62 and approve the Claims for the date and amount presented. **ROLL CALL**

- 2. Payment of the 11/05/2025 Accounts Payable Current Claims Report in the amount of \$2,427,003.95

Suggested Action: Motion to confirm/not confirm the 11/05/2025 Accounts Payable Current Claims Report for \$2,427,003.95 and approve the Claims for the date and amount presented. **ROLL CALL**

3. Letter dated October 29, 2025 from Mr. Jesse Stanford, Monroe County Treasurer, submitting the Cash and Investment Report for the quarter ended September 30, 2025.

Suggested Action: Move to accept/not accept and place on file the quarter-ended September 30, 2025 Cash and Investment Report. ROLL CALL

4. Update on status and development of 2026-2027 Budget from Mr. Michael Bosanac, Administrator/Chief Financial Officer.

Suggested Action: No action is required at this time as the information is preliminary and provided as a status report on development of the Budget.

XI. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 10/24/2025 in the amount of \$576,947.63
 - b. Check Register dated 10/31/2025 in the amount of \$340,508.40

Suggested Action: Move to confirm/not confirm the Non-Claims payments as presented on the agenda for the dates and amounts listed. ROLL CALL

XII. COMMUNICATIONS

1. Operations Committee – Report of Committee Chairman from 11/04/2025 Meeting. Link to Operations Committee 11/04/2025 Agenda Packet: [HERE](#)
 - a. Letter dated October 22, 2025 from Honorable Michael Brown, 1st District Court requesting additional funding for four (4) years of prior service credit for the new full time Attorney Magistrate candidate. This request would require an additional General Fund allocation of up to \$1,645.00 for 2025 and \$15,104.00 for 2026.

Suggested Action: Move to accept the communication, place it on file, and approve/not approve the request for additional funding for four (4) of years prior service credit for the new full time Attorney Magistrate candidate. This request would require an additional General Fund allocation of up to \$1,645.00 for 2025 and \$15,104.00 for 2026. ROLL CALL

2. Letter dated October 21, 2025 from Honorable Amanda Eicher, District Court Judge & Sobriety Court requesting confirmation of acceptance for a grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Sobriety Court in the amount of \$40,000.00, with a general fund contribution in the total amount of \$240.00. The county contribution of \$40.00 provides for payroll processing costs that cannot be provided by the grant, \$159.00 to cover training, lodging, and mileage

expenses also not covered by the grant, and \$5.00 to cover membership fees that are not covered by the grant. An additional appropriation of up to \$149.00 would be required in 2025, with the balance of \$55.00 requested to be included in the 2026 budget.

Suggested Action: Move to accept and place the communication on file and confirm/not confirm acceptance of the grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Problem-Solving Court program in the amount of \$40,000.00, with a general fund contribution in the total amount of \$240.00. The county contribution of \$40.00 provides for payroll processing costs that cannot be provided by the grant, \$159.00 to cover training, lodging, and mileage expenses also not covered by the grant, and \$5 to cover membership fees that are not covered by the grant. An additional appropriation of up to \$149.00 would be required in 2025, with the balance of \$55.00 requested to be included in the 2026 budget. **ROLL CALL**

3. Letter dated October 21, 2025 from Honorable Amanda Eicher, District Court Judge & Mental Health Recovery Court requesting confirmation of acceptance for a grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Mental Health Recovery Court in the amount of \$185,336.00, with a local contribution of \$1,132.00 to provide for payroll processing costs and travel costs that cannot be provided by the grant. An additional appropriation of up to \$181.00 would be required in 2025, with the balance of \$951.00 requested to be included in the 2025 budget.

Suggested Action: Move to accept the communication, place it on file and confirm/not confirm acceptance of the grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Mental Health Recovery Court in the amount of \$185,336.00, with a local contribution of \$1,132.00 to provide for payroll processing costs and travel costs that cannot be provided by the grant. An additional appropriation of up to \$181.00 would be required in 2025, with the balance of \$951.00 requested to be included in the 2025 budget. **ROLL CALL**

4. Letter dated October 21, 2025 from Honorable Michael Brown, 1st District Court Chief Judge requesting confirmation of acceptance for a grant award from the State Court Administrative office for the grant period October 1, 2025 through September 30, 2026 for funding of the Veterans Treatment Court in the amount of \$35,840.00 with a general fund contribution in the amount of \$382.00. An additional appropriation of up to \$23.00 would be required in 2025, with the balance of \$359.00 requested to be included in the 2026 budget.

Suggested Action: Move to accept and place the communication on file and confirm/not confirm acceptance of the grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Veterans Treatment Court in the amount of \$35,840.00 with a general fund contribution in the amount of \$382.00. An additional appropriation of up to \$23.00 would be required in 2025, with the balance of \$359.00 requested to be included in the 2026 budget. **ROLL CALL**

5. Letter dated October 31, 2025 from Judge Mark Braunlich, Chief Judge, 38th Judicial Circuit Court and Judge William Paul Nichols, Adult Drug Treatment Court Judge, requesting approval to accept a grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Adult Drug Treatment Court in the amount of \$83,000.00, with a general fund contribution in the total amount of \$698.00. This includes \$400.00 for payroll processing costs that cannot be provided by the grant and would require an allocation of \$100 in the 2025 budget with the remaining balance of \$300.00 be allocated in the 2026 budget. Additionally, this total contribution includes an allocation of \$134.00 in the 2025 budget and \$164 in the 2026 budget.

Suggested Action: Move to accept the communication, place it on file and confirm/not confirm acceptance of the grant award from the State Court Administrative Office for the grant period October 1, 2025 through September 30, 2026 for funding of the Adult Drug Treatment Court in the amount of \$83,000.00, with a general fund contribution in the total amount of \$698.00. This includes \$400.00 provides for payroll processing costs that cannot be provided by the grant and would require an allocation of \$100 in the 2025 budget with the remaining balance of \$300.00 be allocated in the 2026 budget. Additionally, this total contribution includes an allocation of \$134.00 in the 2025 budget and \$164 in the 2026 budget. **ROLL CALL**

6. Letter dated October 22, 2025 from Chief Deputy Mike Preadmore, requesting approval to accept the FY2026 MCOLES Justice Training Grant Award in the amount of \$21,009.35 with a minimum local match of 25% or \$7,003.12. The match will be funded from the Sheriff's Office 2026 budget.

Suggested Action: Move to approve/not approve the acceptance of FY2026 MCOLES Justice Training Grant Award in the amount of \$21,009.35 with a minimum local match of 25% or \$7,003.12. The match will be funded from the Sheriff's Office 2026 budget. **ROLL CALL**

7. Letter dated November 4, 2025 from Mr. Jason Berry, Community Planning & engagement Director requesting approval to accept a FY26 County Veterans Service Fund grant through the Michigan Veterans Affairs agency in the amount of \$67,048.06 to cover approved costs between October 1, 2025, and September

30, 2026. Accepting this grant obligates the Veteran Affairs cost center to cover \$899.00 for the Veterans Coordinator general liability insurance, which is not allowable per the grant. The 2025 amount of \$215.00 can be funded from current budget funds; the 2026 amount of \$684.00 is requested to be included in the 2026 budget.

Suggested Action: Move to accept the communication, place it on file and approve/not approve the acceptance of FY26 County Veterans Service Fund grant through the Michigan Veterans Affairs agency in the amount of \$67,048.06 to cover approved costs between October 1, 2025, and September 30, 2026. Accepting this grant obligates the Veteran Affairs cost center to cover \$899.00 for the Veterans Coordinator general liability insurance, which is not allowable per the grant. The 2025 amount of \$215.00 can be funded from current budget funds; the 2026 amount of \$684.00 is requested to be included in the 2026 budget. **ROLL CALL**

8. Letter dated October 21, 2025 from Ms. Holly Flint, Community Corrections Coordinator requesting approval to accept the FY2026 Community Corrections Grant in the amount of \$295,500.00 with an approximate local share of \$132,512.00 with a 25% (\$33,878.00) included in the 2025 budget and the remaining 75% (\$101,634.00) requested to be included in the 2026 budget.

Suggested Action: Move to accept the communication, place it on file and approve/not approve the acceptance of FY2026 Community Corrections Grant in the amount of \$295,500.00 with an approximate local share of \$132,512.00 with a 25% (\$33,878.00) included in the 2025 budget and the remaining 75% (\$101,634.00) requested to be included in the 2026 budget. **ROLL CALL**

9. Letter dated October 17, 2025 from Ms. Donna L. Kuti, Monroe County Central Dispatch Director, submitting the Reinstated Inter Governmental Communication Tower Site Agreement with Lucas County requesting approval for continued co-location of the County radio system equipment.

Suggested Action: Move to accept the communication, place it on file, and adopt the Resolution for the Reinstated Inter Governmental Communication Tower Site Agreement with Lucas County. **ROLL CALL**

10. Letter dated October 17, 2025 from Ms. Donna L. Kuti, Monroe County Central Dispatch Director, submitting the Part II – Amended and Restated Final Integration Agreement requesting approval to continue participation with the Michigan Public Safety Communication System.

Suggested Action: Move to accept the communication, place it on file, and adopt the Resolution for the Integration Agreement (Part II - Amended and Restated Final Integration Agreement). **ROLL CALL**

XIII. PUBLIC HEARINGS—None

XIV. OLD BUSINESS

1. MIDC Forensic Audit Informational Update

Suggested Action: No action required. For Board discussion and informational purposes only.

XV. NEW BUSINESS

XVI. PUBLIC COMMENT

XVII. ANNOUNCEMENTS

XVIII. MEMBERS TIME

XIX. ADJOURNMENT

MONROE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
OCTOBER 21, 2025

I. CALL TO ORDER

The Monroe County Board of Commissioners held a Regular Meeting in the City of Monroe, on Tuesday, October 21, 2025. Chairman David Vensel called the meeting to order at 6:00 p.m.

II. ROLL CALL

Roll call by Deputy Clerk, Grace Miles, as follows:

PRESENT			ABSENT
David Hoffman	David Vensel	David Swartout	
Jay Heinzerling	Brian Lamour	J Henry Lievens	
Dawn Asper	Greg Moore, Jr.		

A quorum being present, the Board proceeded to conduct business.

III. PLEDGE OF ALLEGIANCE

Commissioner Lamour led the Pledge of Allegiance.

IV. OPENING PRAYER

Deputy Clerk, Grace Miles led the Opening Prayer.

V. APPROVAL OF AGENDA

Motion by Commissioner Swartout, supported by Commissioner Lamour to approve the October 21, 2025 Regular Meeting Agenda as presented.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

VI. APPROVAL OF MINUTES (10/07/2025 Regular Meeting Minutes)

Motion by Commissioner Lamour, supported by Commissioner Heinzerling to approve the minutes as presented for the October 7, 2025 Regular Meeting and waive the reading thereof.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

VII. PUBLIC COMMENT—

1. Ned Birkey: Provided the Board with agricultural updates regarding the sewage slug on farmlands. Explained that if done properly, it is a wonderful soil amendment but if done improperly, it is a contamination hazard. Mr. Birkey also informed every one of the new world screwworm fly. Explained it is a pest found in Central America but there was a human case found in Maryland. Further explained the way it affects us is there are no cattle being imported to the U.S. from Mexico so the price of beef is going to increase.
2. Gloria Fafco: Addressed the concerns regarding the MCCC vote coming up. Explained some kids don't fit in and MCCC allows them to further their education through the middle college or dual enrollment. Ms. Rafco explained the kids enrolled there now are worried what will happen to them. Further explained if an adult has an issue, go out to the college and talk to somebody. Encouraged people to not forget about the kids when they vote and to vote yes.
3. President Kojo: Introduced himself as the president of MCCC. Addressed that myths are being mistaken for facts. Explained there is no documented evidence that MCCC allows men in women's bathrooms. Further explained regarding the concept of indoctrination of our students, we have the Higher Learning Commission that reviews our curriculum, courses, and campus on a regular basis. They have found no evidence of indoctrination. Stated he is concerned about the marring of our reputation as a college. Explained this college is ranked in the top 9% in the entire nation. Also stated opposing posts have been taken down once they realized these were myths and not facts.
4. Rebecca Pasko: Introduced herself as the Chairperson of the Monroe Community Mental Health Authority and invited the Board and the public to town hall tomorrow at Ellis Library from 3-5pm. Explained there will be a special State speaker to discuss some issues at the state level and how it's affecting mental health. Lisa Graham, the CEO will also be there discussing strategic plans for the coming year. Stated they will also be introducing a new chairperson for their Community Relations Committee. Explained there has been confusion about how to get mental health services and since things have changed, this should provide some answers. Asked for help making the community aware of all the services that are offered to them.

VIII. RESOLUTIONS, SPECIAL TRIBUTES & PRESENTATION —

IX. CLOSED SESSION

1. Closed Session to discuss collective bargaining

Motion by Commissioner Lamour, supported by Commissioner Hoffman to go into Closed Session to discuss collective bargaining.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

Chairman Vensel stated they were back on the record.

Motion by Vice-Chairman Lievens, supported by Commissioner Hoffman to approve the

direction of the collective bargaining process as outlined by bargaining team.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Greg Moore, Jr.		
J. Henry Lievens	Brian Lamour	Dawn Asper		
David Vensel	Jay Heinzerling			

Motion carried.

X. FINANCE MATTERS

1. Payment of the 10/22/2025 Accounts Payable Current Claims Report in the amount of \$1,333,431.62

Discussion was held.

Motion by Commissioner Swartout, supported by Commissioner Lamour to accept the 10/22/2025 Accounts Payable Current Claims Report in the amount of \$ 1,333,431.62 and approve the Claims for the date and amount presented.

Roll call by Clerk as follows:

AYE		NAY		EXCUSED	ABSTAIN
Brian Lamour	David Swartout	Jay Heinzerling	Greg Moore, Jr.		
Dawn Asper		J. Henry Lievens			
David Vensel		David Hoffman			

Motion did not carry.

2. Update on development of the 2026 Annual Line Item Budget.

Michael Bosanac, Administrator/CFO explained the preliminary status on the development of the 2026 Budget and answered questions from Commissioners. Discussion was held with no action required on the informational matter.

XI. CONSENT AGENDA

1. Approval of Non-Claims
 - a. Check Register dated 10/10/2025 in the amount of \$840,007.24
 - b. Check Register dated 10/17/2025 in the amount of \$541,529.31

Motion by Commissioner Asper, supported by Commissioner Lamour to confirm the non-claims payments as presented on the agenda for the dates and amounts listed.

Roll call by Clerk as follows:

AYE		NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper		
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens		
David Vensel	Jay Heinzerling			

Motion carried.

XII. COMMUNICATIONS

1. Letter dated October 13, 2025 from Ms. Jamie Dean, Health Department Director requesting approval to apply for and accept a Medical Marijuana and Oversight Grant from the Michigan Department of Licensing and Regulatory Affairs (LARA) in the amount of \$60,059.00 with no match required.

Motion by Commissioner Swartout, supported by Commissioner Hoffman to accept the communication, place it on file and approve the application for and acceptance of a Medical Marijuana and Oversight Grant from the Michigan Department of Licensing and Regulatory Affairs (LARA) in the amount of \$60,059.00 with no match required.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
J. Henry Lievens	Brian Lamour	Greg Moore, Jr.			
David Vensel	Jay Heinzerling				

Motion carried.

2. Letter dated October 16, 2025 from Ms. Mary Gantzoz, Indigent Defense Managing Attorney requesting approval to accept the MIDC Grant Award in the amount of \$2,843,381.42 with a County match of \$217,053.37. Total program amount is \$3,060,434.79.

Motion by Vice-Chairman Lievens, supported by Commissioner Lamour to approve the acceptance of the MIDC Grant Award in the amount of \$2,843,381.42 with a County match of \$217,053.37. Total program amount is \$3,060,434.79.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

3. Letter dated October 21, 2025 from Mr. Jason Berry, Community Planning & Engagement Director requesting approval of the Wayne State University Opioid Settlement proposed service program at an annual cost of \$45,800.00.

Motion by Commissioner Lamour, supported by Commissioner Heinzerling to approve the Wayne State University Opioid Settlement proposed service program at an annual cost of \$45,800.00.

Roll call by Clerk as follows:

AYE			NAY	EXCUSED	ABSTAIN
David Hoffman	David Swartout	Dawn Asper			
Greg Moore, Jr.	Brian Lamour	J. Henry Lievens			
David Vensel	Jay Heinzerling				

Motion carried.

XIII. PUBLIC HEARINGS — None

XIV. OLD BUSINESS—

XV. NEW BUSINESS—

XVI. PUBLIC COMMENT—

XVII. ANNOUNCEMENTS—

XVIII. MEMBERS TIME –

Commissioner Moore – Passed.

Commissioner Swartout – Passed.

Commissioner Lamour – Passed.

Commissioner Heinzerling – Passed

Commissioner Asper – Reminded the public of the Open House at the Ellis Library. Explained that since mental health has CCBHC now, it has opened up a lot. Stated they have a crisis center and a van that can go out. Further explained there are so many mental health needs and if we were well equipped with knowing what services there are, we can help more people. This is tomorrow from 3-5pm at Ellis Library.

Commissioner Hoffman – Informed the public he got the petition and he has copies in the back for anyone that wants one. It's in good progress and its moving. It is in front of a committee now and they're going to stiffen up the words. It should be on the ballot in three (3) years and then the taxpayers that vote can make the decision of who should be sitting up here.

Vice-Chairman Lievens – Passed.

Chairman Vensel – Passed.

XIX. ADJOURNMENT - Chairman Vensel adjourned the meeting at 7:48 p.m. with no further business to discuss.

Respectfully submitted by:



Grace Miles
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners

PAYMENT SUMMARY
PAYMENT DATE: 10/22/2025

Vendor Code	Vendor Name	Amount	# Invoices
10621	ADRIAN ELECTRIC & GENERATOR CO	7,731.00	1
10849	ALLIE BROS. INC.	2,310.89	12
12398	ARBOR INSPECTION SERVICES, LLC	5,150.00	8
12816	RED AUSTIN'S FUNERAL COACH SER	2,450.00	1
12950	AVENTIS PASTEUR	18,630.11	6
20072	BAKER'S GAS & WELDING SUPPLIES	630.88	10
20180	BATTERY WHOLESale	95.90	1
20405	BEDFORD TOWNSHIP SEWER O & M	645.00	2
20554	BELLE TIRE DISTRIBUTORS, INC.	608.51	9
20600	RELX INC. DBA LEXIS NEXIS	375.00	1
21010	BOILERS, CONTROLS & EQUIPMENT	9,551.74	3
21200	BRENT'S LOCKSMITH	1,337.30	1
30310	CAPITAL TIRE INC	1,500.00	1
30451	CATHOLIC CHARITIES OF SOUTHEAS	800.00	1
30526	CARTER LUMBER	266.18	4
31179	COMPASSIONATE COMPANIONS, INC.	23,916.67	1
31830	COUNTY AGENCY ADMINISTRATIVE	16,931.27	14
31899	CRIMINAL DEFENSE ATTORNEYS OF	3,190.00	1
40572	DEWOLF & ASSOCIATES	1,190.00	1
50031	ECOLAB	1,234.68	1
50080	EDUCATION TRAINING AND RESEARC	176.98	1
50598	4IMPRINT, INC.	397.09	1
60790	FRAME'S PEST CONTROL, INC.	88.89	1
61065	FRIENDLY FORD INC	2,927.85	1
70050	GEAL ELECTRIC COMPANY	778.00	3
70200	GENERAL LINEN/UNIFORM SERVICE	15.00	1
70351	GORDON FOOD SERVICE INC	357.48	3
70501	GRAINGER	599.80	3
80017	HABITAT FOR HUMANITY OF MONROE	1,000.00	1
80087	HAYES PRECISION, INC	50.00	1
80350	HERKIMER RADIO SERVICE	1,360.20	1

PAYMENT SUMMARY
PAYMENT DATE: 10/22/2025

80922	HR STAFFING TEAM, LLC	2,492.08	1
80923	HUMANE SOCIETY OF MONROE COUNT	8,729.30	1
90190	ISC	1,405.00	1
90204	IDENTISYS INC.	75.00	1
90206	IDEXX DISTRIBUTION CORP	835.42	1
100013	J L MECHANICAL SERVICES INC	11,329.10	4
100050	JACK'S LAWN SERVICE	75.00	1
100451	JOHNSON CONTROLS, INC.	2,156.50	1
110450	KIESLER POLICE SUPPLY INC	1,999.60	2
120175	LAKESIDE TELECOM	150.00	1
120425	LAROCCA'S TOWING	345.00	3
120445	LAROY DOOR & CONTRACTING	233.00	1
120771	LEXISNEXIS RISK SOLUTIONS	50.00	1
120986	LOWE'S COMPANIES INC	2,110.89	14
121003	LOWERY CORP	3,138.62	1
130012	MCELHENY LOCKSMITHS INC.	453.75	2
130075	MACNLOW ASSOCIATES	1,500.00	1
130130	IMPERIAL DADE	4,480.77	12
130185	MANNIK & SMITH GROUP INC	105,055.77	1
130218	MARKS PLUMBING PARTS	1,138.50	2
130450	MCKESSON MEDICAL-SURGICAL GOVE	7,787.73	3
130902	MERCY MEMORIAL HOSPITAL CORPOR	839.00	1
131053	MACDC - TREASURER	550.00	1
131394	MICH MUNICIPAL RISK MGMT AUTH	300.00	1
131496	MICHIGAN STATE POLICE - CASHIE	700.00	1
132050	MILLCRAFT PAPER COMPANY	293.99	1
132206	MONROE CHURCH OF NAZARENE	1,625.00	1
132249	MONROE COUNTY BUSINESS ALLIANC	10,140.60	3
132600	MONROE CO. OPPORTUNITY PROGRAM	6,988.43	1
132619	MONROE COUNTY SALVATION ARMY	56,149.69	3
132850	GANNETT MICHIGAN LOCALIQ	475.55	2
132851	THE MONROE NEWS CIRCULATION DE	369.80	1

PAYMENT SUMMARY

PAYMENT DATE: 10/22/2025

133265	MONROE PLUMBING & HEATING	19,176.00	2
140094	M50 TRUCK & AUTO PARTS MONROE	102.96	1
140096	NAPA AUTO PARTS GR659	157.99	1
140311	NATIONAL REGISTRY OF FOOD SAFE	359.90	1
140499	NORTHERN CONCRETE PIPE, INC.	32,048.00	1
140901	OAKS VILLAGE	11,577.52	2
160012	PSYBUS P.C.	4,375.00	1
160143	PANCONI'S SERVICE CENTER	841.44	2
160251	PEERLESS SUPPLY CO.	62.70	1
160996	POINTCLICKCARE TECHNOLOGIES IN	334.54	1
170300	QUILL CORPORATION	134.48	1
180185	RECOVERY ADVOCACY WARRIORS	5,027.20	1
180199	RECOVERY MOBILE CLINIC	2,755.83	1
180674	REHMANN ROBSON	2,856.00	1
181001	ROSE PEST SOLUTIONS	240.00	2
181030	ROTO ROOTER SEWER CLEANING	375.00	1
181150	RUPP FUNERAL HOME	1,365.00	1
190001	SEMOG	29,767.00	1
190059	SAFARILAND, LLC	1,578.78	1
190405	ST. PIERRE ACE HARDWARE	12.47	1
190900	SCHINDLER ELEVATOR CORP.	13,883.70	2
191262	SELAH'S CENTER OF HOPE	2,888.18	1
191671	THE SIGN LADY, INC	458.82	1
192121	GLAXOSMITHKLINE PHARMACEUTICAL	2,152.92	1
192299	SOUTH COUNTY WATER SYSTEM	420.00	2
192304	SOUTHEASTERN DISPUTE RESOLUTIO	900.00	1
192346	SPICER GROUP	56,775.89	3
192421	STAPLES BUSINESS ADVANTAGE	2,162.00	6
192892	STEVENS DISPOSAL	3,946.60	1
200424	THEMIS SOLUTIONS INC.	34,465.80	1
200880	PROMEDICA CPR TRAINING	40.00	1
201134	TOTAL ACCESS GROUP INC.	337.75	1

PAYMENT SUMMARY
PAYMENT DATE: 10/22/2025

201525	TRANSUNION RISK & ALTERNATIVE	148.60	1
201560	TRIAD TECHNOLOGIES LLC	319.96	1
201600	TROUTS YACHT BASIN	46.63	1
210090	UNDERGROUND CONTRACTORS, INC.	10,725.00	1
210266	U.S.POSTAL SERVICE	370.00	1
220006	VIRTRU CORPORATION	8,921.77	1
221200	VOSS LIGHTING	126.20	1
230401	THOMSON REUTERS	4,234.02	5
230750	WINDER POLICE EQUIPMENT INC.	281.60	1
230856	WOMEN EMPOWERING WOMEN	3,500.00	2
230868	WORLDWIDE INTERPRETERS INC	415.00	2
230891	WYANDOTTE ELECTRIC SUPPLY CO.	1.63	1
230901	PFIZER INC.	5,446.69	1
250015	YINGER PHARMACY SHOPPE	19.81	1
260040	TRITECH SOFTWARE SYSTEMS	239,821.71	2
300676	FRIENDLY FORD	8,057.31	1
400170	CITY OF MONROE	10,300.00	2
509806	MELISSA STRONG	28.48	1
509851	LAUREN HANUS	202.28	2
509855	TEREY DESLISLE	118.41	1
720125	AVERTEST, LLC	596.30	1
720130	AYLWARD CONSULTANTS, LLC	750.00	1
720309	JOSEPH A COSTELLO, JR	870.40	1
720392	DEWPOINT LLC	867.57	1
720766	KRISTEN D. HENRY	8,266.73	3
720776	HUNTER LAWN SERVICE & SNOW REM	11,600.00	10
721092	KAY ROBISON	700.00	2
721274	TERRICKA LEWIS	250.00	1
721637	KELLY M. POUPARD	500.00	1
721903	MARGARET ANN SCHILLING	957.00	1
721951	NED BIRKEY	2,750.00	1
721956	SMB PROBATION CENTER INC.	1,225.00	1

PAYMENT SUMMARY
PAYMENT DATE: 10/22/2025

721983	ZENNIE SULLIVAN	362.50	1
722253	VITALCORE HEALTH STRATEGIES, L	124,187.70	1
750018	BELCHER LAW PLLC	6,313.34	17
750021	JAMES BARTLETT	7,218.75	3
750028	RONALD J BENORE, JR	7,041.75	9
750034	THE BOORA LAW GROUP, P.L.C.	4,688.90	17
750037	DAVID MICHAEL BOGARD	13,623.68	91
750089	LESLIE CARR	4,269.00	21
750212	JEFFREY A. DULANY	250.00	1
750230	CAMERON A. ERVIN	672.00	3
750230	CAMERON A. ERVIN	132.00	1
750250	PETER K. FALES	360.00	3
750321	LAW OFFICE OF BEN GONEK, PLLC	8,495.10	46
750325	JOHN GONTA	5,271.00	14
750335	DAVID GRENN	13,321.70	37
750356	HYDER LAW, PC	6,645.60	27
750368	CHRISTINA D HILLS	1,058.50	2
750420	STEVEN TODD JEDINAK	14,323.90	45
750424	DARBY JENSEN	3,245.94	17
750439	RURKA LAW, PLC	4,256.00	5
750442	JASON KACZMAREK	4,958.50	18
750446	KERSHAW, VITITOE & JEDINAK, PL	3,519.90	24
750450	SAJID A KHAN	696.00	2
750459	APEX LEGAL GROUP PLLC	4,704.00	11
750497	TIMOTHY LAITUR	7,103.78	28
750507	LENNARD, GRAHAM & GOLDSMITH	17,138.10	1
750521	ERIC MITCHELL LANGTON	15,582.78	56
750522	MARIELL R. LEHMAN	3,063.70	8
750618	SEAN M. MYERS	7,775.01	29
750619	HARALAMBOS D. MIHAS	5,320.06	23
750639	KERSHAW, VITITOE & JEDINAK PLC	7,868.00	13
750645	BRETT C PERELMAN	33,212.50	63

PAYMENT SUMMARY
PAYMENT DATE: 10/22/2025

750678	MICHAEL A. RATAJ	2,827.20	12
750714	THOMAS RICHARD RUDDY	16,900.20	53
750749	MICHAEL A SMITH	20,032.40	67
750762	NICOLE L. SMITH	922.90	10
750763	ALLEXIS M. STANG	3,619.50	14
750819	H. MATTHEW VITITOE	5,837.40	24
821819	JENNY CLINE	140.00	1
823309	STACEY FRYE	42.00	1
823378	STEPHANIE GARRETT	69.60	1
823996	JULIETTE K. HEGYI	34.00	1
824441	TATYANA IVANOVA	90.40	1
824565	JIMMA JOHNSON	129.50	1
824992	SAM KOWALSKI	68.60	1
825181	JULIE M. LANGTON	28.25	1
825520	JOHN LUCHANSKY	382.20	1
825638	BROOKE FENDER	147.00	1
825761	JIM MCCOY	390.60	1
825791	JAMES MCGARRY	21.00	1
826046	KAYSI SHOPSHIRE	3,519.00	1
826125	JENNA MORSE	209.02	1
826167	RYAN MURNIGHAN	73.78	1
826169	HANNAH MURPHY	22.00	1
826270	ERIN NEDDO	109.20	1
826377	KELSEY NUSSBAUM	63.00	1
826515	JEFFREY PAULI	177.10	1
826625	JACOB PERRY	343.00	1
826642	AUDREY PETREE	96.67	1
827080	JAMES RISINGER	235.20	1
827262	JUSTUS SCHAFER	50.67	1
827405	SHANNON SHINAVAR	70.00	1
828031	MELISSA TROUTEN	23.80	1
828575	AMANDA WILCOUSKY	420.87	1

PAYMENT SUMMARY

PAYMENT DATE: 10/22/2025

828680	CEILIA WODARSKI	626.39	1
828716	MICHAEL WOOLFORD	537.93	1
828769	ALEX ZUCKERMAN	24.00	1
903239	MONROE COUNTY ENTERPRISE FUND	4,405.55	3
903450	PAC ENGINEERING LLC	4,929.00	1
903819	SCHUMAKER BROTHERS	30,000.00	1
904002	USA BLUEBOOK	143.92	1
VET BUREAU	21ST MORTGAGE CORPORATION	3,172.00	1
VETBURIAL	LYNDA BURDITT	300.00	1
VETBURIAL	JANET HOLMES	300.00	1
VETBURIAL	CHERYL MCKENZIE	350.00	1
VETBURIAL	KATHLEEN CAVINS	300.00	1
VETBURIAL	TIMOTHY GREEN	300.00	1
		1,333,431.62	1123

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

Vendor Code	Vendor Name	Amount	# Invoices
10190	ARGENT INSTITUTIONAL TRUST COMPANY	68,888.75	2
10335	ACCESS & ALARM INC	5,698.76	3
10339	ACCUSHRED LLC	937.50	1
10405	SUBURBAN SEWER & SEPTIC TANK CLEANER INC	240.00	2
10502	ACTION WALLPAPERING AND PAINTING	1,000.00	2
10670	ADVANCED DRAINAGE SYSTEMS, INC& SUBS	10,902.00	4
10845	STANFORD ALLEN CHEVROLET CADILLAC	4,539.66	2
10849	ALLIE BROS. INC.	4,951.54	14
12711	ATLAS FUEL SERVICES LLC	794.90	1
12950	AVENTIS PASTEUR	912.13	1
20004	B & L OFFICE MACHINES	153.95	1
20039	BANAS BUILDING CENTER	613.58	5
20070	BOB BARKER COMPANY, INC.	700.76	3
20072	BAKER'S GAS & WELDING SUPPLIES INC	1,749.41	24
20190	BAY CORRUGATED CONTAINER, INC.	748.79	1
20405	BEDFORD TOWNSHIP SEWER O & M	390.00	1
20554	BELLE TIRE DISTRIBUTORS, INC.	2,118.67	10
20949	BLUE CROSS BLUE SHIELD OF MICHIGAN	12,256.01	1
21010	BOILERS, CONTROLS & EQUIPMENT	19.07	1
21422	BUELL EXCAVATION LLC	550.00	1
30009	CDW GOVERNMENT INC.	5,300.90	2
30310	CAPITAL TIRE INC	716.00	1
30451	CATHOLIC CHARITIES OF SOUTHEAST MICHIGAN	7,282.61	2
31158	COMMUNITY FOUNDATION OF MONROECOUNTY	500.00	1
31179	COMPASSIONATE COMPANIONS, INC.	23,916.67	1
31821	CORRIGAN ENTERPRISES, INC.	1,425.00	1
31822	COURTVIEW JUSTICE SOLUTIONS, INC.	18,072.00	1
31830	COUNTY AGENCY ADMINISTRATIVE	14,851.64	11
31902	CRIST INVESTMENT COMPANY INC	46.40	1
50011	ELECTIONSOURCE	55.00	1

PAYMENT SUMMARY

PAYMENT DATE: 11/05/2025

50565	ERIE WELDING & MECHANICAL CONTRACTORS	7,194.00	1
60010	FAMILY FARM AND HOME	149.67	2
60012	EXPLICO INC.	14,382.50	1
60192	THE FELLOWSHIP OF ARTS & MYSTERIES, LTD	420.00	1
60210	FIFTH THIRD BANK	467.04	1
60215	FIGUREGROUND PRODUCTIONS	189.34	1
60216	MARK FIJALKOWSKI JR	418.00	1
61065	FRIENDLY FORD INC	192.50	1
70044	GARCIA CLINICAL LABORATORY, INC.	271.20	3
70050	GEAL ELECTRIC COMPANY	1,961.00	2
70344	G. GEDNEY GODWIN INC.	419.95	1
70345	GOODWILL INDUSTRIES OF SOUTHEASTERN MI	76.35	2
70351	GORDON FOOD SERVICE INC	2,090.06	7
70501	GRAINGER	536.15	6
70776	GREENWOOD PRINTING & GRAPHICS INC.	795.00	1
70928	GT ENVIRONMENTAL, INC.	1,335.50	1
80012	GERALD HANSON & ASSOCIATES, INC.	445.51	2
80017	HABITAT FOR HUMANITY OF MONROE COUNTY	1,000.00	1
80137	HERC RENTALS INC	1,670.63	1
80350	HERKIMER RADIO SERVICE	727.23	1
80922	HR STAFFING TEAM, LLC	4,551.86	2
80980	THE HUNTINGTON NATIONAL BANK	286.82	1
90190	ISC	1,505.00	1
90215	IBEX INSURANCE SERVICES, LLC	992.00	1
100013	J L MECHANICAL SERVICES INC	55,292.01	7
100050	JACK'S LAWN SERVICE	266.25	1
110290	KENT COMMUNICATIONS INC	718.18	1
110497	KOSTER & LANE, LLC	780.00	1
110601	KNAPPS KARROT PATCH FARM	455.00	1
110690	KOHLER ARCHITECTURE, INC.	33,740.90	4
110786	KREPS APPLE BARN & CIDER MILL	778.00	1

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

120390	LANSING SANITARY SUPPLY, INC	694.00	1
121003	LOWERY CORP	7,165.77	5
121021	LUCAS COUNTY CORONER'S OFFICE	2,021.00	4
130130	IMPERIAL DADE	3,271.41	6
130185	MANNIK & SMITH GROUP INC	41,445.80	2
130218	MARKS PLUMBING PARTS	411.80	2
130455	MDE, INC.	1,720.00	1
130899	MERCY MEMORIAL HOSPITAL CORPORATION	800.00	1
132050	MILLCRAFT PAPER COMPANY	5,257.39	2
132235	MONROE COMMUNITY AMBULANCE	720.00	1
132249	MONROE COUNTY BUSINESS ALLIANCE	7,849.69	1
140094	M50 TRUCK & AUTO PARTS MONROELLC	769.33	1
140132	NATL ASSOC OF COUNTY & CITY HEALTH	1,050.00	1
140390	NOEL LAWN SERVICE	2,774.40	4
140405	NORDMANN ROOFING CO., INC.	730.40	1
150243	ONCELL SYSTEMS, INC	438.00	2
160075	PADNOS	5,282.31	1
160251	PEERLESS SUPPLY CO.	410.88	3
160380	PERRY PROTECH, INC	692.29	1
160948	PITNEY BOWES INC	2,371.37	1
161075	POSITIVE PROMOTIONS	4,418.10	1
161380	PRINTING SYSTEMS	556.40	1
170300	QUILL CORPORATION	493.54	4
180838	RIVER RAISIN CTR FOR THE ARTS	700.00	1
180839	RIVER RAISIN INSTITUTE	3,000.00	2
181076	R&R FIRE TRUCK REPAIR, INC.	914.11	1
190110	PER MAR SECURITY SERVICES	243.50	1
190405	ST. PIERRE ACE HARDWARE	535.47	6
190900	SCHINDLER ELEVATOR CORP.	683.87	1
190931	SCHOOL HEALTH CORPORATION	69.25	1
192299	SOUTH COUNTY WATER SYSTEM	120.00	1

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

192359	SPRINGLINE EXCAVATING	285,210.58	1
192421	STAPLES BUSINESS ADVANTAGE	1,819.67	10
192800	STATE BAR OF MICHIGAN	5,260.00	1
192848	STERICYCLE	115.89	2##
192892	STEVENS DISPOSAL	865.00	3
192920	STONECO OF MICHIGAN	5,290.74	1
200046	AXON ENTERPRISE INC	340.00	1
200409	TERRY CREQUE EXCAVATING LLC	32,650.00	1
200416	THERAPEUTICS LLC	17,990.00	8
200418	THE 227 PROJECT	3,000.00	1
200423	THOMA TRUCKING AND BULLDOZING, INC.	500.00	1
200475	TIGER QUILL IMAGES, LLC	500.00	2
201499	TRACTOR SUPPLY CREDIT PLAN	357.98	1
201560	TRIAD TECHNOLOGIES LLC	145.93	1
210260	U.S. FOODSERVICE INC	396.59	1
220166	VESTA COMPANIES INC	87,646.15	1
230110	WASHTENAW COMMUNITY COLLEGE	4,400.00	1
230401	THOMSON REUTERS	315.83	1
230650	WILLIAM MOLNAR ROOFING, INC.	793.35	1
230860	CHARLES FRANK GEKLE	4,800.00	1
230868	WORLDWIDE INTERPRETERS INC	220.00	1
230887	WYANDOTTE ALARM	450.78	1
230891	WYANDOTTE ELECTRIC SUPPLY CO.	278.88	3
230901	PFIZER INC.	3,865.17	2##
250015	YINGER PHARMACY SHOPPE	115.04	1
400170	CITY OF MONROE	21,500.00	2
400349	VILLAGE OF BLISSFIELD	150.00	2
501333	MONROE COMM.MENTAL HEALTH AUTH	3,498.13	4
501851	MONROE COUNTY ROAD COMMISSION	291.42	1
509850	JAMES RISINGER	115.66	1
509851	LAUREN HANUS	29.94	1

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

509855	TEREY DESLISLE	75.95	1
510855	TITLE CHECK, LLC	3,721.66	1
700100	GERMAYN GORMAN	1,812.25	1
700514	ELENA HAYNES	713.70	3
700523	PENELOPE KREPS	674.25	2
708070	STEPHANIE MARIE ROSINSKI	421.15	1
720011	ATARA ABRASKY PHD PLLC	2,000.00	1
720093	DANIEL ANDREWS	500.00	1
720102	ANSPAUGH, JESSICA	100.00	1
720133	JADE ASHEKERRA	200.00	1
720159	MARIA BELLESTRI	32.00	1
720231	BROWN, CODY	200.00	1
720232	BUCHANAN, GRACE	100.00	1
720309	JOSEPH A COSTELLO, JR	2,470.00	1
720389	SAMI FARHAT	5,400.00	1
720393	AMANDA DOMINGUEZ	100.00	1
720398	DESBROUGH EXCAVATING AND TRUCKING, LLC	50,440.00	1
720399	BRIAN J. FRANCISCO	64.40	4
720408	FRIEDLINE, ELIZABETH	100.00	1
720741	CALEB IAN GILBERT	400.00	1
721023	ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER	400.00	1
721144	KUHN, ADEN	200.00	1
721254	LAWSON'S LIFESAVERS LLC	100.00	1
721263	NICHOLAS ALEXANDER KUHN	100.00	1
721289	HARVEY MAST	7,250.00	1
721365	BRIAN C. MENGE	1,900.00	2
721368	SABRINA M MILLER	400.00	1
721374	YOLANDA MORALES	210.00	1
721902	EMILY R SCHMIDT	500.00	1
721903	MARGARET ANN SCHILLING	450.00	1
722030	TIMINEY, RYAN	16,905.00	1

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

722231	US SIGNAL COMPANY, LLC	1,399.55	1
722247	VALENCIA-JIMENEZ, BRYAN	200.00	1
722253	VITALCORE HEALTH STRATEGIES, LLC	8,188.27	1
722335	SYDNI ELIZABETH WALLACE	100.00	1
722368	VICKI LEE YOST	928.10	1
731349	STACY MUNDAY	552.81	1
731983	SMITH, CHRISTINA	22.00	1
732301	WALTON, BECKIE	22.00	1
750021	JAMES BARTLETT	8,562.50	2
750028	RONALD J BENORE, JR	12,800.00	6
750041	BODMAN PLC	13,605.65	1
750104	JEFFREY A. CHIP, P.C.	564.10	1
750174	STEPHEN CRANE	59.60	1
750252	MICHAEL A FARAONE PC	197.58	1
750270	SUZAN GABBARA	1,181.40	5
750301	GODWIN LEGAL SERVICES, PLC	455.34	1
750460	MICHAEL KITCHEN	1,322.40	1
750507	LENNARD, GRAHAM & GOLDSMITH	780.00	2
750618	SEAN M. MYERS	6,173.74	2
750755	LEE A SOMERVILLE	414.40	1
750781	LAUREL STUART-FINK	652.40	1
750812	ROBERT TOMAK	1,252.40	2
750827	SUSAN K. WALSH	191.30	2
750842	BRIAN R. WATKINS	149.00	1
750868	LAUREL KELLY YOUNG	3,728.66	1
820678	NICOLE BELL	189.55	1
821036	MICHAEL BOMIA	52.00	2
821800	H. ANDREW CLARK	729.13	1
821900	COMER, CRYSTAL	92.30	1
822512	VICTORIA DIERKS	40.60	1
824055	MELISSA HENDERSON	67.14	1

PAYMENT SUMMARY
PAYMENT DATE: 11/05/2025

824248	ALANA HORKEY	63.40	1
824447	COREY JACOBS	175.00	1
824900	LAUREN BEAUDRY	124.32	1
825112	RAGAN LAKE	126.84	1
825329	ALEXIS LEWIS	64.58	1
825526	ROBERT LUTEY	181.52	1
825793	WESLEY MCKEE	475.00	1
826203	KRISTEN NABOZNY-WESTOVER	22.40	1
826425	ORR, HUNTER	38.69	1
826883	JEFFREY PRZEWOZNIAK	300.04	1
827049	PATRICIA ANN RIDDELL	155.40	1
827176	STEPHANIE ROSINSKI	260.86	1
827398	LANCE SHIELDS	84.57	1
827456	RYAN D SIMMONS	139.60	1
827475	ISAAC SKAGGS	75.26	1
827570	RYAN SOTTILE	62.00	1
828559	AUSTIN WICKENHEISER	235.20	1
902007	AGRI PARTS SUPPLY	128.50	1
902119	THE BANK OF NEW YORK MELLON TRUST CO	3,915.00	1
902213	CARTER LUMBER	135.96	1
903107	LENAWEE COUNTY DRAIN COMMISSIONER	2,334.36	1
903239	MONROE COUNTY ENTERPRISE FUND	16,089.89	4
903817	SALENBIEN TRUCKING & EXCAVATING	1,331,830.12	1
CTY HEALTH	PAUL IACOANGELI, EXECUTIVE DIRECTOR	909.00	1
CTY HEALTH	CHUCK KRESSBACH, TREASURER	1,500.00	1
		2,427,003.95	124

Jesse Stanford
County Treasurer

Denine Kamprath
Chief Deputy Treasurer



Telephone (734) 240-7365
Fax (734) 240-7374

www.co.monroe.mi.us

Monroe County Treasurer

51 South Macomb Street · Monroe, MI 48161-2168

October 29, 2025

Mr. David Vessel, Chairman
Monroe County Board of Commissioners
125 E. Second St.
Monroe, MI 48161

Re: Monroe County Cash and Investment Report-Quarter Ending September 30, 2025

Dear Chairman Vensel and Members of the Board:

Enclosed you will find the Cash and Investment Report for the quarter ended September 30, 2025. This report shows how the funds are distributed between the different financial institutions, and how much is invested in each fund.

As a safeguard approach with County funds, our office diversifies the portfolio of funds and corresponding investments. For example, at the end of the quarter, the general fund was split between 10 different financial institutions, providing a diverse approach with the funds.

Following the Federal Reserve's September meeting, the Federal Reserve targeted interest rate range was cut and changed to 4.00% to 4.25%. As a result, CD and Investment rates available have slightly lowered compared to Q2 of 2025.

The County has worked to obtain yield where possible after allowing for cash flow needs. At the end of September, the effective rate of return was 2.92%. This compares to 2.98% in quarter 2 of 2025.

While the County has an investment policy that can allow investments to mature for up to three (3) years, the County tends to have very few investments that go out further than one (1) year for liquidity purposes. This has proved advantageous to the County recently.

If you have any questions or concerns, please do not hesitate to contact me.

Respectfully,

Jesse Stanford
Monroe County Treasurer

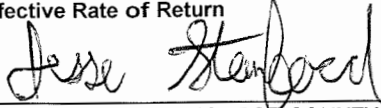


Monroe County

MONROE COUNTY INVESTMENTS
Portfolio Management
Portfolio Summary
September 30, 2025

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Non-Negotiable CD	66,485,310.54	66,485,310.54	66,485,310.54	42.82	248	150	3.984	4.040
Treasury Discounts -At Cost	34,986,600.00	34,026,793.36	34,026,793.36	21.91	257	159	3.996	4.051
Non-Pooled Money Market Account	54,765,160.75	54,765,160.75	54,765,160.75	35.27	1	1	1.138	1.154
Investments	156,237,071.29	155,277,264.65	155,277,264.65	100.00%	163	100	2.983	3.024
Cash								
Passbook/Checking (not included in yield calculations)	66,210,104.00	66,210,104.00	66,210,104.00		1	1	0.000	0.000
Total Cash and Investments	222,447,175.29	221,487,368.65	221,487,368.65		163	100	2.983	3.024

Total Earnings	September 30 Month Ending
Current Year	480,054.35
Average Daily Balance	199,888,762.67
Effective Rate of Return	2.92%


JESSE STANFORD, MONROE COUNTY TREASURER

10-29-2025

Reporting period 09/01/2025-09/30/2025

Run Date: 10/28/2025 - 11:48

No fiscal year history available

Portfolio INV
CP
PM (PRF_PM1) 7.3.11
Report Ver. 7.3.11



MONROE COUNTY INVESTMENTS **Summary by Issuer** **September 30, 2025** **Grouped by Fund**

Issuer	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: GENERAL FUND						
CIBC BANK USA	5	7,304,915.93	7,304,915.93	3.30	2.865	164
COMERICA BANK	6	8,000,000.00	8,000,000.00	3.61	4.170	159
FIFTH THIRD BANK	2	5,634,723.94	5,634,723.94	2.54	3.000	1
FLAGSTAR BANK	3	3,000,000.00	3,000,000.00	1.35	4.343	183
FIRST MERCHANTS BANK	3	1,511,618.20	1,511,618.20	0.68	5.000	1
HORIZON BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	4	7,347,114.53	7,347,114.53	3.32	4.469	70
KEY BANK	10	9,000,000.00	9,000,000.00	4.06	3.774	67
MICHIGAN CLASS	1	6,909,665.20	6,909,665.20	3.12	0.030	1
MORGAN STANLEY-- MIKE	1	0.00	0.00	0.00	0.000	0
PNC BANK	1	2,211,253.50	2,211,253.50	1.00	0.030	1
UBS FINANCIAL SERVICES INC.	1	0.00	0.00	0.00	0.000	0
U.S. Treasury	4	10,985,000.00	10,666,634.16	4.82	3.975	202
Subtotal	42	61,904,291.30	61,585,925.46	27.80	3.268	102
Fund: COUNTY ROAD						
CIBC BANK USA	2	4,325,628.29	4,325,628.29	1.95	1.979	63
COMERICA BANK	2	8,000,000.00	8,000,000.00	3.61	4.119	97
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
HORIZON BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
MERCANTILE BANK	1	1,000,000.00	1,000,000.00	0.45	4.106	254
MICHIGAN CLASS	1	6,567,479.81	6,567,479.81	2.97	0.030	1
Subtotal	9	19,893,108.10	19,893,108.10	8.98	2.303	66
Fund: OPIOID SETTLEMENT						
KEY BANK	2	2,000,000.00	2,000,000.00	0.90	3.802	118
Subtotal	2	2,000,000.00	2,000,000.00	0.90	3.802	118

MONROE COUNTY INVESTMENTS

Summary by Issuer

September 30, 2025

Grouped by Fund

Page 2

Issuer	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BUDGET STABILIZATION						
KEY BANK	2	900,000.00	900,000.00	0.41	3.802	240
PNC BANK	1	1,154,176.57	1,154,176.57	0.52	0.030	1
Subtotal	3	2,054,176.57	2,054,176.57	0.93	1.683	106
Fund: MANTIS FORFEITED FUNDS						
MICHIGAN CLASS	1	318,124.46	318,124.46	0.14	0.000	1
Subtotal	1	318,124.46	318,124.46	0.14	0.000	1
Fund: COUNTY LIBRARY						
CIBC BANK USA	3	4,392,320.02	4,392,320.02	1.98	2.921	118
PNC BANK	1	2,028,419.38	2,028,419.38	0.92	0.030	1
Subtotal	4	6,420,739.40	6,420,739.40	2.90	2.008	81
Fund: LIBRARY RESTRICTED FUND						
PNC BANK	1	1,515,194.52	1,515,194.52	0.68	0.030	1
Subtotal	1	1,515,194.52	1,515,194.52	0.68	0.030	1
Fund: SENIOR CITIZENS						
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
PNC BANK	1	1,739,092.72	1,739,092.72	0.79	0.030	1
Subtotal	2	1,739,092.72	1,739,092.72	0.79	0.030	1
Fund: MUSEUM-LEGACY FUND						
PNC BANK	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: HIST COMM-MUSEUM						
PNC BANK	1	743,182.71	743,182.71	0.34	0.030	1
Subtotal	1	743,182.71	743,182.71	0.34	0.030	1
Fund: ARPA Program						
CIBC BANK USA	1	0.00	0.00	0.00	0.000	0
FIRST MERCHANTS BANK	3	0.00	0.00	0.00	0.000	0
HORIZON BANK	1	0.00	0.00	0.00	0.000	0

MONROE COUNTY INVESTMENTS

Summary by Issuer
September 30, 2025
Grouped by Fund

Page 3

Issuer	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: ARPA Program						
HUNTINGTON INVESTMENT COMPANY	1	2,026,600.00	1,947,600.37	0.88	4.246	29
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
MICHIGAN CLASS	1	0.00	0.00	0.00	0.000	0
PNC BANK	1	6,001,948.64	6,001,948.64	2.71	1.660	1
U.S. Treasury	1	8,000,000.00	7,912,788.67	3.57	4.205	43
Subtotal	10	16,028,548.64	15,862,337.68	7.16	3.247	25
Fund: FAIRVIEW						
PNC BANK	1	453,323.18	453,323.18	0.20	0.030	1
Subtotal	1	453,323.18	453,323.18	0.20	0.030	1
Fund: VETERANS' SERVICES						
PNC BANK	1	35,225.44	35,225.44	0.02	0.030	1
Subtotal	1	35,225.44	35,225.44	0.02	0.030	1
Fund: WATER & SEWER CONSTRUCTION						
KEY BANK	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: DELINQUENT TAX REVOLVING						
CHOICEONE BANK	1	250,000.00	250,000.00	0.11	3.950	65
CIBC BANK USA	1	1,151,418.94	1,151,418.94	0.52	0.150	1
COMERICA BANK	1	1,000,000.00	1,000,000.00	0.45	4.106	184
FLAGSTAR BANK	2	1,000,000.00	1,000,000.00	0.45	4.056	212
FIRST MERCHANTS BANK	4	4,092,100.87	4,092,100.87	1.85	4.066	222
INDEPENDENT BANK	2	1,025,310.54	1,025,310.54	0.46	3.701	212
KEY BANK	1	1,000,000.00	1,000,000.00	0.45	3.549	149
MERCANTILE BANK	1	250,000.00	250,000.00	0.11	4.045	271
MICHIGAN CLASS	2	0.00	0.00	0.00	0.000	0
NORTHSTAR BANK	1	250,000.00	250,000.00	0.11	4.106	37
PNC BANK	1	1,114,329.59	1,114,329.59	0.50	0.030	1
U.S. Treasury	5	11,975,000.00	11,533,088.22	5.21	3.957	234

MONROE COUNTY INVESTMENTS

Summary by Issuer

September 30, 2025

Grouped by Fund

Page 4

Issuer	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	22	23,108,159.94	22,666,248.16	10.22	3.574	197
Fund: FORECLOSURE FUND						
HUNTINGTON CUSTODY	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: BEDFORD SEWER O & M						
COMERICA BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
KEY BANK	1	0.00	0.00	0.00	0.000	0
MORGAN STANLEY-RACHEL	2	0.00	0.00	0.00	0.000	0
Subtotal	5	0.00	0.00	0.00	0.000	0
Fund: SOUTH COUNTY WATER O & M						
COMERICA BANK	2	4,285,000.00	4,285,000.00	1.93	4.157	80
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
FLAGSTAR BANK	2	1,780,000.00	1,780,000.00	0.80	4.056	233
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
INDEPENDENT BANK	2	1,245,000.00	1,245,000.00	0.56	3.751	233
Subtotal	8	7,310,000.00	7,310,000.00	3.29	4.063	144
Fund: HEALTH INSURANCE						
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
FLAGSTAR BANK	1	2,000,000.00	2,000,000.00	0.90	4.421	79
PNC BANK	1	218,302.58	218,302.58	0.10	0.030	1
U.S. Treasury	1	2,000,000.00	1,966,681.94	0.89	4.208	78
Subtotal	4	4,218,302.58	4,184,984.52	1.89	4.091	74
Fund: WORKERS COMPENSATION						
PNC BANK	1	286,868.82	286,868.82	0.13	3.920	1
Subtotal	1	286,868.82	286,868.82	0.13	3.920	1
Fund: TRUST FUND						
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	1	500,000.00	500,000.00	0.23	3.701	233

MONROE COUNTY INVESTMENTS

Summary by Issuer

September 30, 2025

Grouped by Fund

Page 5

Issuer	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	2	500,000.00	500,000.00	0.23	3.701	233
Fund: REGULAR DRAINS						
COMERICA BANK	1	2,000,000.00	2,000,000.00	0.90	4.157	226
FLAGSTAR BANK	1	1,000,000.00	1,000,000.00	0.45	4.208	65
HORIZON BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
KEY BANK	1	0.00	0.00	0.00	0.000	0
MORGAN STANLEY-RACHEL	1	0.00	0.00	0.00	0.000	0
PNC BANK	1	3,432,395.53	3,432,395.53	1.55	0.030	1
Subtotal	7	6,432,395.53	6,432,395.53	2.90	1.963	81
Fund: SPECIAL DRAIN CONST						
PNC BANK	1	1,276,337.38	1,276,337.38	0.58	2.770	1
Subtotal	1	1,276,337.38	1,276,337.38	0.58	2.770	1
Fund: CHECKING ACCT CASH						
FIRST MERCHANTS BANK	1	30,622,459.00	30,622,459.00	13.83	0.000	1
PNC BANK	1	35,587,645.00	35,587,645.00	16.07	0.000	1
Subtotal	2	66,210,104.00	66,210,104.00	29.90	0.000	1
Fund: POOLED FUNDS						
CIBC BANK USA	1	0.00	0.00	0.00	0.000	0
COMERICA BANK	1	0.00	0.00	0.00	0.000	0
FIFTH THIRD BANK	1	0.00	0.00	0.00	0.000	0
FLAGSTAR BANK	1	0.00	0.00	0.00	0.000	0
HUNTINGTON BANK	1	0.00	0.00	0.00	0.000	0
MICHIGAN CLASS	1	0.00	0.00	0.00	0.000	0
PNC BANK	1	0.00	0.00	0.00	0.000	0
Subtotal	7	0.00	0.00	0.00	0.000	0
Total and Average	139	222,447,175.29	221,487,368.65	100.00	2.120	70

NON CLAIM RUN 102425

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/16/2025 - 10/22/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000010000 ACCT# 734 241-2727 924 6					
734241272710	AT & T	0000000250		196.91	592124
734241330010	AT & T	0000000251		98.45	592124
734241582010	AT & T	0000000252		1,986.37	592124
734241713610	AT & T	0000000253		90.81	592124
Total Vendor Code 0000010000:				2,372.54	
Vendor Code: 0000010026 ACCT# 287272200464					
287272200464X101425	AT&T MOBILITY	0000000254		1,459.12	592125
X10142025	AT&T MOBILITY	0000000280		183.61	592125
287294892299X101925	AT&T MOBILITY	0000000330		929.21	592125
Total Vendor Code 0000010026:				2,571.94	
Vendor Code: 0000010043					
WPK092025	AT&T MOBILITY	0000000255		215.92	592126
Total Vendor Code 0000010043:				215.92	
Vendor Code: 0000010045					
S0936754	3SI SECURITY SYSTEMS, INC.	0000000223		2,400.00	592127
Total Vendor Code 0000010045:				2,400.00	
Vendor Code: 0000020010					
0259-003995327	REPUBLIC SERVICE OF TOLEDO	0000000303		12,886.33	592128
Total Vendor Code 0000020010:				12,886.33	
Vendor Code: 0000031085 8529 10 189 0071567					
10/18/2025	COMCAST CABLEVISION	0000000387		373.77	592129
Total Vendor Code 0000031085:				373.77	
Vendor Code: 0000031502 ACCT# 1000 2989 1775					
203589990623	CONSUMERS ENERGY	0000000187		33.97	592130
203589990622	CONSUMERS ENERGY	0000000188		76.97	592130
204034936410	CONSUMERS ENERGY	0000000189		31.34	592130
201899161703	CONSUMERS ENERGY	0000000190		29.07	592130
201899161707	CONSUMERS ENERGY	0000000191		42.10	592130
205102763623	CONSUMERS ENERGY	0000000192		55.14	592130
206882008943	CONSUMERS ENERGY	0000000256		31.67	592130
205814641413	CONSUMERS ENERGY	0000000326	10/21/2025	63.14	592130
Total Vendor Code 0000031502:				363.40	
Vendor Code: 0000031545 10/11-10/17					
RC13827	CONTINENTAL SERVICES	0000000386		18,922.81	592131
Total Vendor Code 0000031545:				18,922.81	
Vendor Code: 0000040250					
CNS0001987620	DELTA DENTAL PLAN OF MICHIGAN	0000000331		10,447.95	592132
Total Vendor Code 0000040250:				10,447.95	
Vendor Code: 0000040603 ACCT# 9100 146 2674 1					
10/03/2025	DTE ENERGY	0000000183		333.21	592133
10/3/2025	DTE ENERGY	0000000184		65.00	592133
10/3/25	DTE ENERGY	0000000185		252.16	592133
10/03/25	DTE ENERGY	0000000186		221.86	592133
OCTOBER152025	DTE ENERGY	0000000257		105.37	592133
Total Vendor Code 0000040603:				977.60	
Vendor Code: 0000060180					
9-022-36845	FED EX	0000000210		9.04	592134
Total Vendor Code 0000060180:				9.04	
Vendor Code: 0000060211					
0366-090325	FIFTH THIRD BANK	0000000281		32.00	592135
0366 090325	FIFTH THIRD BANK	0000000282		109.23	592135
0366-090525	FIFTH THIRD BANK	0000000283		87.46	592135
0366 090525	FIFTH THIRD BANK	0000000284		95.00	592135
0366-090825	FIFTH THIRD BANK	0000000285		65.50	592135
0366 090825	FIFTH THIRD BANK	0000000286		175.00	592135
0366-091525	FIFTH THIRD BANK	0000000287		81.41	592135
0366 091525	FIFTH THIRD BANK	0000000288		175.00	592135
0366-091725	FIFTH THIRD BANK	0000000289		58.96	592135
0366-091825	FIFTH THIRD BANK	0000000290		81.40	592135
0366-091925	FIFTH THIRD BANK	0000000291		40.00	592135
0366 091925	FIFTH THIRD BANK	0000000292		175.00	592135

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/16/2025 - 10/22/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000060211					
0366-092225	FIFTH THIRD BANK	0000000293		125.46	592135
0366-092425	FIFTH THIRD BANK	0000000294		72.00	592135
0366-092525	FIFTH THIRD BANK	0000000295		116.88	592135
0366-092925	FIFTH THIRD BANK	0000000296		93.40	592135
0366 092925	FIFTH THIRD BANK	0000000297		179.00	592135
0366 092925	FIFTH THIRD BANK	0000000298		284.19	592135
1207-090725	FIFTH THIRD BANK	0000000300		286.50	592135
1207 090725	FIFTH THIRD BANK	0000000301		286.50	592135
1207-092925	FIFTH THIRD BANK	0000000302		415.77	592135
Total Vendor Code 0000060211:				3,035.66	
Vendor Code: 0000120967 LIFE - SEPTEMBER 2025					
51017034727	LIVING INDEPENDENCE FOR EVERYONE	0000000327	10/21/2025	40,806.94	592136
Total Vendor Code 0000120967:				40,806.94	
Vendor Code: 0000131392					
MMRMA-D25091029	MICH MUNICIPAL RISK MGT AUTHORITY ECP	0000000258		33,977.14	592137
Total Vendor Code 0000131392:				33,977.14	
Vendor Code: 0000131804					
758045731	SYSCO DETROIT LLC	0000000259		1,296.33	592138
758055792	SYSCO DETROIT LLC	0000000260		56.91	592138
758060956	SYSCO DETROIT LLC	0000000261		1,332.45	592138
758060957	SYSCO DETROIT LLC	0000000262		738.50	592138
758062687	SYSCO DETROIT LLC	0000000263		(21.42)	592138
Total Vendor Code 0000131804:				3,402.77	
Vendor Code: 0000132420					
102425 554	MONROE COUNTY DENTAL INSURANCE	0000000388		46.39	592139
102425 565	MONROE COUNTY DENTAL INSURANCE	0000000389		754.06	592139
Total Vendor Code 0000132420:				800.45	
Vendor Code: 0000132435 MEMBERSHIP PAYROLL 10/24/25					
102425 YMC	MONROE FAMILY YMCA	0000000403		1,080.37	592140
Total Vendor Code 0000132435:				1,080.37	
Vendor Code: 0000132450					
102425 554M	MONROE CO.HEALTH INSURANCE	0000000390		809.61	592141
102425 554V	MONROE CO.HEALTH INSURANCE	0000000391		7.12	592141
102425 565M	MONROE CO.HEALTH INSURANCE	0000000392		13,122.32	592141
102425 565V	MONROE CO.HEALTH INSURANCE	0000000393		123.28	592141
Total Vendor Code 0000132450:				14,062.33	
Vendor Code: 0000132600 MCOP OPPORTUNITY CENTER - SEPTEMBER 2025					
51020101932	MONROE CO. OPPORTUNITY PROGRAM	0000000329	10/21/2025	9,661.50	592142
Total Vendor Code 0000132600:				9,661.50	
Vendor Code: 0000133450 RSVP - SEPTEMBER 2025					
51021011836	MONROE SENIOR CITIZENS	0000000328	10/21/2025	7,337.93	592143
Total Vendor Code 0000133450:				7,337.93	
Vendor Code: 0000161170					
9078195	PRAIRIE FARMS DAIRY, INC	0000000264		155.63	592144
9069948	PRAIRIE FARMS DAIRY, INC	0000000279		129.52	592144
Total Vendor Code 0000161170:				285.15	
Vendor Code: 0000192299 ACCT# 400918					
10152025	SOUTH COUNTY WATER SYSTEM	0000000265		26.99	592145
Total Vendor Code 0000192299:				26.99	
Vendor Code: 0000192608 UIA EMPLOYER ACCT # 0805071 000					
OCTOBER142025	STATE OF MICHIGAN	0000000266		4,331.22	592146
Total Vendor Code 0000192608:				4,331.22	
Vendor Code: 0000192812					
NOVEMBER 2025	STEALTH PARTNER GROUP	0000000424		67,602.58	592147
Total Vendor Code 0000192812:				67,602.58	
Vendor Code: 0000200409 DRAIN BID WILLIAMS					
10/21/2025	TERRY CREQUE EXCAVATING LLC	0000000339	10/21/2025	200.00	592148
Total Vendor Code 0000200409:				200.00	

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/16/2025 - 10/22/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000220156					
6124253715	VERIZON WIRELESS	0000000206		259.18	592149
Total Vendor Code 0000220156:				259.18	
Vendor Code: 0000230425					
107690494	WEX BANK	0000000207		134.94	592150
Total Vendor Code 0000230425:				134.94	
Vendor Code: 0000230887					
265790	WYANDOTTE ALARM	0000000205	10/20/2025	71.00	592151
Total Vendor Code 0000230887:				71.00	
Vendor Code: 0000400231 2025 SUMMER TAX BILL					
07-776-299-00	FRENCHTOWN TOWNSHIP TREASURER	0000000423	10/22/2025	449.53	592152
Total Vendor Code 0000400231:				449.53	
Vendor Code: 0000500002					
102425 DPR	MONROE COUNTY	0000000404		1,062.56	592153
102425 MPR	MONROE COUNTY	0000000406		41,341.13	592153
102425 VPR	MONROE COUNTY	0000000407		139.05	592153
Total Vendor Code 0000500002:				42,542.74	
Vendor Code: 0000500003 LOC A56					
EMPLOYEEENROLL1025	MONROE COUNTY	0000000267		323.35	592154
102425 554	MONROE COUNTY	0000000394		3.18	592154
102425 565	MONROE COUNTY	0000000395		82.68	592154
Total Vendor Code 0000500003:				409.21	
Vendor Code: 0000501100					
102425 554	MONROE COUNTY GENERAL LIABILITY INS	0000000396		39.23	592155
Total Vendor Code 0000501100:				39.23	
Vendor Code: 0000510725					
102425 554	MONROE COUNTY	0000000397		861.41	592156
Total Vendor Code 0000510725:				861.41	
Vendor Code: 0000550200 PURCH MIL SERV					
102425 PST	MONROE CO. EMP. RETIRE. SYS.	0000000408		276.39	592157
102425 RET	MONROE CO. EMP. RETIRE. SYS.	0000000409		17,875.02	592157
102425 RTC	MONROE CO. EMP. RETIRE. SYS.	0000000410		2,560.61	592157
102425 RTD	MONROE CO. EMP. RETIRE. SYS.	0000000411		972.40	592157
102425 RTS	MONROE CO. EMP. RETIRE. SYS.	0000000412		13,430.58	592157
Total Vendor Code 0000550200:				35,115.00	
Vendor Code: 0000550215					
102425 UW	UNITED WAY OF MONROE COUNTY	0000000413		95.00	592158
Total Vendor Code 0000550215:				95.00	
Vendor Code: 0000550280					
102425 GWE	GREAT-WEST LIFE & ANNUITY	0000000414		5,262.00	592159
Total Vendor Code 0000550280:				5,262.00	
Vendor Code: 0000550285					
102425 EQU	AXA EQUITABLE	0000000415		925.00	592160
Total Vendor Code 0000550285:				925.00	
Vendor Code: 0000550310					
102425 554	MONROE CO.UNEMPLOYMENT CONTRIB	0000000398		2.31	592161
102425 565	MONROE CO.UNEMPLOYMENT CONTRIB	0000000399		75.85	592161
Total Vendor Code 0000550310:				78.16	
Vendor Code: 0000550315					
102425 554	MONROE COUNTY WORKERS COMP.	0000000400		1.62	592162
Total Vendor Code 0000550315:				1.62	
Vendor Code: 0000550320					
102425 554	MONROE CO.LONG TERM DISABILITY	0000000401		15.56	592163
102425 565	MONROE CO.LONG TERM DISABILITY	0000000402		480.66	592163
Total Vendor Code 0000550320:				496.22	
Vendor Code: 0000550325					
102425 CRH	MONROE CO.RETIREE HEALTH CARE	0000000416		592.24	592164
102425 DRH	MONROE CO.RETIREE HEALTH CARE	0000000417		306.06	592164
102425 RHC	MONROE CO.RETIREE HEALTH CARE	0000000418		4,277.20	592164

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/16/2025 - 10/22/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000550325					
102425 SRH	MONROE CO.RETIREE HEALTH CARE	0000000419		3,183.54	592164
Total Vendor Code 0000550325:				8,359.04	
Vendor Code: 0000710015 EMERGENCY MEDICAL AUTHORITY					
09/24/25	JAMES BENNETT	0000000377		14.49	592165
Total Vendor Code 0000710015:				14.49	
Vendor Code: 0000716004 EMERGENCY MEDICAL AUTHORITY					
09/24/25	BRIAN R PAULES	0000000381		4.83	592166
Total Vendor Code 0000716004:				4.83	
Vendor Code: 0000721272 DRAIN BID WILLIAMS					
10/21/2025	KENNETH R. LABERDEE	0000000340	10/21/2025	200.00	592167
Total Vendor Code 0000721272:				200.00	
Vendor Code: 0000721904					
10/5-18/25	CARL J. SCHMIDT	0000000209		3,044.15	592168
Total Vendor Code 0000721904:				3,044.15	
Vendor Code: 0000730311 REISSUE CK 587204- RESTITUTION CROSS					
6154RST	KRISTINA CASSIDY	0000000202		10.00	592169
Total Vendor Code 0000730311:				10.00	
Vendor Code: 0000902208 DRAIN BID WILLIAMS					
10/21/2025	CHEVRETTE GRADALL SERVICE	0000000338	10/21/2025	200.00	592170
Total Vendor Code 0000902208:				200.00	
Vendor Code: 0000902501 PROJECT#2501128.00 WWTP IMPROVEMENTS					
000000454910	FISHBECK, THOMPSON, CARR AND HUBER, INC.	0000000341	09/24/2025	37,665.97	592171
Total Vendor Code 0000902501:				37,665.97	
Vendor Code: 0000903516 PAY APP#2					
PAY APP #2	PERFORMANCE PIPELINING, INC	0000000342	08/31/2025	200,766.82	592172
Total Vendor Code 0000903516:				200,766.82	
Vendor Code: FINANCE					
10212025	JACK'S LAWN SERVICE	0000000422		200.28	592173
Total Vendor Code FINANCE:				200.28	
Vendor Code: TREASURER 2024 PRE GRANTED 05-018-041-00					
2024 PRE	CLIFFARD & MISTI CROWL	0000000420	10/22/2025	1,589.48	592174
Total Vendor Code TREASURER:				1,589.48	
Report Total:				576,947.63	

NON-CLAIM RUN 103125

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/23/2025 - 10/29/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000010026 ACCT# 287318867156					
287318867156X101925	AT&T MOBILITY	0000000486		192.01	592175
287340094826X101425	AT&T MOBILITY	0000000487		577.03	592175
X10192025.	AT&T MOBILITY	0000000745		287.08	592175
Total Vendor Code 0000010026:				1,056.12	
Vendor Code: 0000010190 INVOICE #75705					
75705	ARGENT INSTITUTIONAL TRUST COMPANY	0000000475	10/03/2025	500.00	592176
Total Vendor Code 0000010190:				500.00	
Vendor Code: 0000012805 ACCT#831-001-2043 387					
5066377013	AT & T	0000000488		342.78	592177
Total Vendor Code 0000012805:				342.78	
Vendor Code: 0000020406 BEDFORD VETS PANTRY - SEPTEMBER 2025					
51023033343	BEDFORD TOWNSHIP VETERANS CENTER	0000000633	10/23/2025	361.41	592178
Total Vendor Code 0000020406:				361.41	
Vendor Code: 0000030566					
005437201102125	CHARTER COMMUNICATIONS	0000000627		209.99	592179
Total Vendor Code 0000030566:				209.99	
Vendor Code: 0000031085 ACCT# 8529101920030914					
101625	COMCAST CABLEVISION	0000000804		229.95	592180
Total Vendor Code 0000031085:				229.95	
Vendor Code: 0000031545					
RC13835	CONTINENTAL SERVICES	0000000626		18,398.99	592181
Total Vendor Code 0000031545:				18,398.99	
Vendor Code: 0000040250					
CNS0001989775	DELTA DENTAL PLAN OF MICHIGAN	0000000793		10,523.50	592182
Total Vendor Code 0000040250:				10,523.50	
Vendor Code: 0000040603 ACCT# 9100 161 5443 7					
OCTOBER172025	DTE ENERGY	0000000489		136.56	592183
OCTOBER222025	DTE ENERGY	0000000490		19.49	592183
OCTOBER2225	DTE ENERGY	0000000491		18.68	592183
OCTOBER232025	DTE ENERGY	0000000492		45.32	592183
Total Vendor Code 0000040603:				220.05	
Vendor Code: 0000042250 DUNDEE SENIORS - SEPTEMBER 2025					
51027011117	DUNDEE SENIOR CITIZEN CENTER	0000000639	10/27/2025	23,403.00	592184
Total Vendor Code 0000042250:				23,403.00	
Vendor Code: 0000060180					
9-031-52390	FED EX	0000000743		9.04	592185
9-040-22198	FED EX	0000000744		9.02	592185
Total Vendor Code 0000060180:				18.06	
Vendor Code: 0000120125 LAKE ERIE TRANSIT - SEPTEMBER 2025					
51024104344	LAKE ERIE TRANSIT COMMISSION	0000000640	10/24/2025	20,495.20	592186
Total Vendor Code 0000120125:				20,495.20	
Vendor Code: 0000120175 SEPTEMBER 2025					
9033	LAKE SIDE TELECOM	0000000454		400.00	592187
Total Vendor Code 0000120175:				400.00	
Vendor Code: 0000131350 BILLING DATE 10/17/2025					
5672896274	MICHIGAN GAS UTILITIES	0000000493		2,941.73	592188
5674777647	MICHIGAN GAS UTILITIES	0000000494		207.68	592188
5675324677	MICHIGAN GAS UTILITIES	0000000495		44.93	592188
5675816587	MICHIGAN GAS UTILITIES	0000000496		47.36	592188
5675710843	MICHIGAN GAS UTILITIES	0000000497		16.28	592188
5676238623	MICHIGAN GAS UTILITIES	0000000498		48.98	592188
5678937397	MICHIGAN GAS UTILITIES	0000000499		56.58	592188
5679503401	MICHIGAN GAS UTILITIES	0000000500		76.02	592188
5679850682	MICHIGAN GAS UTILITIES	0000000501		299.50	592188
5674345903	MICHIGAN GAS UTILITIES	0000000547	10/20/2025	55.23	592188
5641117779	MICHIGAN GAS UTILITIES	0000000794		38.58	592188
5681214892	MICHIGAN GAS UTILITIES	0000000805		81.04	592188
5681891347	MICHIGAN GAS UTILITIES	0000000807		63.22	592188
5681618427	MICHIGAN GAS UTILITIES	0000000811		53.51	592188
5680958405	MICHIGAN GAS UTILITIES	0000000813		16.73	592188

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/23/2025 - 10/29/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000131350 ACCT 0503692201-00001					
5681044194	MICHIGAN GAS UTILITIES	0000000814		49.46	592188
5680761340	MICHIGAN GAS UTILITIES	0000000815		42.98	592188
Total Vendor Code 0000131350:				4,139.81	
Vendor Code: 0000131804					
758071165	SYSCO DETROIT LLC	0000000786		61.92	592189
758075583	SYSCO DETROIT LLC	0000000787		683.86	592189
758075581	SYSCO DETROIT LLC	0000000795		1,290.91	592189
758075582	SYSCO DETROIT LLC	0000000797		255.18	592189
Total Vendor Code 0000131804:				2,291.87	
Vendor Code: 0000132600 MCOP FOOD - SEPTEMBER 2025					
51023025640	MONROE CO. OPPORTUNITY PROGRAM	0000000643	10/23/2025	24,035.00	592190
51023030741	MONROE CO. OPPORTUNITY PROGRAM	0000000644	10/23/2025	11,641.13	592190
51028111520	MONROE CO. OPPORTUNITY PROGRAM	0000000646	10/28/2025	10,038.00	592190
51028113421	MONROE CO. OPPORTUNITY PROGRAM	0000000648	10/28/2025	10,150.95	592190
51023031642	MONROE CO. OPPORTUNITY PROGRAM	0000000649	10/23/2025	7,297.50	592190
51028113722	MONROE CO. OPPORTUNITY PROGRAM	0000000652	10/28/2025	28.90	592190
Total Vendor Code 0000132600:				63,191.48	
Vendor Code: 0000133650 ACCT#3130					
10232025-3130	CITY OF MONROE	0000000502		19.68	592191
10232025-4221	CITY OF MONROE	0000000503		40.19	592191
10242025-4254	CITY OF MONROE	0000000504		1,380.70	592191
10232025-4255	CITY OF MONROE	0000000505		753.68	592191
10232025-4694	CITY OF MONROE	0000000506		18,548.90	592191
10232025-4697	CITY OF MONROE	0000000507		161.71	592191
10232025-4722	CITY OF MONROE	0000000508		45.23	592191
10232025-5523	CITY OF MONROE	0000000509		300.70	592191
10232025-6840	CITY OF MONROE	0000000510		61.37	592191
10232025-7204	CITY OF MONROE	0000000511		1,066.31	592191
10232025-8881	CITY OF MONROE	0000000512		440.43	592191
10232025-17485	CITY OF MONROE	0000000513		224.36	592191
10232025-24826	CITY OF MONROE	0000000515		38.85	592191
10242025	CITY OF MONROE	0000000629		7,351.18	592191
10232025	CITY OF MONROE	0000000630		768.72	592191
09192025-3160	CITY OF MONROE	0000000798		220.43	592191
09192025-6391	CITY OF MONROE	0000000799		107.53	592191
Total Vendor Code 0000133650:				31,529.97	
Vendor Code: 0000161170					
9077959	PRAIRIE FARMS DAIRY, INC	0000000800		113.65	592192
Total Vendor Code 0000161170:				113.65	
Vendor Code: 0000180818 ACCT #1002437-OS24C15740					
109565297	RICOH USA, INC.	0000000756	10/29/2025	146.49	592193
Total Vendor Code 0000180818:				146.49	
Vendor Code: 0000220156 ACCT #342533227-00001					
6126740721	VERIZON WIRELESS	0000000759	10/29/2025	234.51	592194
Total Vendor Code 0000220156:				234.51	
Vendor Code: 0000300462 RESTITUTION BY ROBERT GERACZ					
17-243774-FH	DAVE & MARGARET BURTON	0000000746		162.50	592195
Total Vendor Code 0000300462:				162.50	
Vendor Code: 0000300469 RESTITUTION BY ROBERT GERACZ					
17-243774-FH	CJ & PATRICIA DIXON	0000000747		162.50	592196
Total Vendor Code 0000300469:				162.50	
Vendor Code: 0000300524 RESTITUTION BY TYLER TERTOLOZZI					
18-244563-FH	BUSCEMIS PIZZA	0000000748		115.00	592197
Total Vendor Code 0000300524:				115.00	
Vendor Code: 0000300548 RESTITUTION BY MATTHEW ROBERTSON					
22-246913-FH	ANGEL DINGMAN	0000000749		50.00	592198
Total Vendor Code 0000300548:				50.00	
Vendor Code: 0000300549 RESTITUTION BY DEMETRIUS RANDELL					
22-246762-FH	MICHAEL EHMANN	0000000750		200.00	592199
Total Vendor Code 0000300549:				200.00	

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/23/2025 - 10/29/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000300586	RESTITUTION BY MARVIN RUSSEAU				
18-244672-FH	GINA ESSARY	0000000751		117.50	592200
Total Vendor Code 0000300586:				117.50	
Vendor Code: 0000300734	RESTITUTION BY RICKY WARTHEN CL#HP687246				
08-36683-FH	GRANGE INSURANCE	0000000752		293.34	592201
Total Vendor Code 0000300734:				293.34	
Vendor Code: 0000300739	RESTITUTION BY RICKY WRIGHT				
16-242997-FH	GROULX	0000000757		11.53	592202
94-26352-FH	GROULX	0000000758		11.45	592202
Total Vendor Code 0000300739:				22.98	
Vendor Code: 0000300750	RESTITUTION BY MATTHEW RANSBURG CL#2BZ003372678				
23-247411-FH	GRANGE & INTEGRITY INSURANCE	0000000753		151.78	592203
Total Vendor Code 0000300750:				151.78	
Vendor Code: 0000300876	RESTITUTION BY JEREMY LANG				
22-247167-FH	HERKIMER RADIO	0000000754		8.00	592204
Total Vendor Code 0000300876:				8.00	
Vendor Code: 0000300877	RESTITUTION BY MARISSA NIEZGODA				
22-247236-FH	TIM HENES	0000000755		24.00	592205
Total Vendor Code 0000300877:				24.00	
Vendor Code: 0000300909	RESTITUTION BY ANGELICA STOVALL				
24-247775-FH	BRIAN HUNSAKER	0000000782		10.00	592206
Total Vendor Code 0000300909:				10.00	
Vendor Code: 0000301002	RESTITUTION BY TREY PARSONS				
18-244321-FH	TONEY JONES	0000000760		148.00	592207
Total Vendor Code 0000301002:				148.00	
Vendor Code: 0000301022	RESTITUTION BY MICHELE DROPULICH				
21-246248-FH	TAMARA KAMPRATH	0000000761		134.14	592208
Total Vendor Code 0000301022:				134.14	
Vendor Code: 0000301133	RESTITUTION BY MARCUS CAREY CL#054704926-001				
23-247718-FH	LIBERTY MUTUAL INSURANCE	0000000762		80.00	592209
Total Vendor Code 0000301133:				80.00	
Vendor Code: 0000301248	RESTITUTION BY RICKY WARTHEN				
13-40758-FH	SUZETTE MATTISON	0000000763		293.31	592210
Total Vendor Code 0000301248:				293.31	
Vendor Code: 0000301279	RESTITUTION BY RICHARD WRIGHT				
05-34676-FH	MONROE DODGE CHRYSLER, INC.	0000000764		11.55	592211
22-246717-FH	MONROE DODGE CHRYSLER, INC.	0000000765		15.00	592211
Total Vendor Code 0000301279:				26.55	
Vendor Code: 0000301296	RESTITUTION BY ROBERT GERACZ				
17-243774-FH	TERRY & ELAINE MILLER	0000000766		162.50	592212
Total Vendor Code 0000301296:				162.50	
Vendor Code: 0000301328	RESTITUTION BY CORNELEOUS AARON-WOODY				
20-245634-FH	MERCY EMERGENCY CARE SERVICE	0000000781		27.50	592213
Total Vendor Code 0000301328:				27.50	
Vendor Code: 0000301437	RESTITUTION BY TRICIA GEAL				
24-248059-FH	ROBERT & HEIDI NOLAN	0000000768		125.00	592214
Total Vendor Code 0000301437:				125.00	
Vendor Code: 0000301512	RESTITUTION BY DEAN BOONE				
14-40948-FH	OPTA MINERALS INC.	0000000769		102.02	592215
Total Vendor Code 0000301512:				102.02	
Vendor Code: 0000301641	RESTITUTION BY ROBERT GERACZ				
17-243774-FH	LANIS PILON	0000000770		162.50	592216
Total Vendor Code 0000301641:				162.50	
Vendor Code: 0000301863	RESTITUTION BY MATTHEW BOWRON				
23-247553-FH	CARL STEVENS IV	0000000771		100.00	592217
Total Vendor Code 0000301863:				100.00	
Vendor Code: 0000301950	RESTITUTION BY LISA LIPAROTO				

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/23/2025 - 10/29/2025

POSTED
PAID

Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000301950 22-247042-FH	RESTITUTION BY LISA LIPAROTO RONALD STRIMPEL	0000000772		500.00	592218
Total Vendor Code 0000301950:				500.00	
Vendor Code: 0000301962 19-245535-FH	RESTITUTION BY JAYSON LEWIS SUSAN SMITH	0000000773		100.00	592219
Total Vendor Code 0000301962:				100.00	
Vendor Code: 0000301966 24-248118-FH	RESTITUTION BY AMANDA MASON SAVE MONROE STRAYS	0000000774		150.00	592220
Total Vendor Code 0000301966:				150.00	
Vendor Code: 0000301975 21-246329-FH	RESTITUTION BY BRANDON JEWELL BINOD THAKUR	0000000775		200.00	592221
Total Vendor Code 0000301975:				200.00	
Vendor Code: 0000302110 25-248371-FH	RESTITUTION BY MANKIRAT SINGH TERRASI, EMILY	0000000776		500.00	592222
Total Vendor Code 0000302110:				500.00	
Vendor Code: 0000302192 19-245157-FH	RESTITUTION BY KIMBERLY HAACK JOYCE & RANDALL TURNER	0000000777		525.00	592223
Total Vendor Code 0000302192:				525.00	
Vendor Code: 0000302248 12-40016-FH	RESTITUTION BY SHARON BROADWAY NCUA-AMAC	0000000778		25.00	592224
Total Vendor Code 0000302248:				25.00	
Vendor Code: 0000302379 22-246945-FH	RESTITUTION BY JENNIFER AUCH WILLOW GREEN MOBILE HOME	0000000779		300.00	592225
Total Vendor Code 0000302379:				300.00	
Vendor Code: 0000302501 09-37985-FH	RESTITUTION BY DARYL WEST YINGER PHARMACY	0000000780		85.42	592226
Total Vendor Code 0000302501:				85.42	
Vendor Code: 0000400151 ORINANCE FEES 9/25	CITY OF LUNA PIER TREASURER	0000000443		580.80	592227
Total Vendor Code 0000400151:				580.80	
Vendor Code: 0000400171 SGOODSELL102725A	SEPT 2025 DUE TO/FROM UNITS MONROE CITY TREASURER	0000000525		62.20	592228
Total Vendor Code 0000400171:				62.20	
Vendor Code: 0000500660 25-248439-FH 25-248407-FH	CASH BOND TO APPLY TO FOC CASE #2010-29506-DS MONROE CO.FRIEND OF THE COURT MONROE CO.FRIEND OF THE COURT	0000000789 0000000790		2,527.29 4,215.00	592229 592229
Total Vendor Code 0000500660:				6,742.29	
Vendor Code: 0000509820 65-76	CHIT REIMBURSEMENT FOR 65-76 JOSHUA DOROW	0000000767	10/29/2025	828.08	592230
Total Vendor Code 0000509820:				828.08	
Vendor Code: 0000510201 ORDINANCE FEES 9/25	BEDFORD TOWNSHIP	0000000444		295.35	592231
Total Vendor Code 0000510201:				295.35	
Vendor Code: 0000510204 ORINANCE FEES 9/25	ERIE TOWNSHIP	0000000445		10,732.05	592232
Total Vendor Code 0000510204:				10,732.05	
Vendor Code: 0000510206 ORDINANCE FEES 9/25	FRENCHTOWN TOWNSHIP	0000000446		240.90	592233
Total Vendor Code 0000510206:				240.90	
Vendor Code: 0000510211 ORDINANCE FEES 9/25	MONROE TOWNSHIP	0000000447		8.25	592234
Total Vendor Code 0000510211:				8.25	
Vendor Code: 0000510214 ORDINANCE FEES 9/25	WHITEFORD TOWNSHIP	0000000448		62.70	592235
Total Vendor Code 0000510214:				62.70	
Vendor Code: 0000510302 ORDINANCE FEES 9/25	MONROE CITY	0000000442		3,600.83	592236

AP CHECK REGISTER FOR MONROE COUNTY

POST DATES 10/23/2025 - 10/29/2025

POSTED
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Invoice Number	Vendor Name	Reference Number	Invoice Date	Inv Amt	Paid By Check Number
Vendor Code: 0000510302					
Total Vendor Code 0000510302:				3,600.83	
Vendor Code: 0000510400					
ORDINANCE FEES 9/25	CARLETON VILLAGE	0000000449		750.75	592237
Total Vendor Code 0000510400:				750.75	
Vendor Code: 0000510401					
ORDINANCE FEES 9/25	DUNDEE VILLAGE	0000000450		9,241.10	592238
Total Vendor Code 0000510401:				9,241.10	
Vendor Code: 0000510404					
ORDINANCE FEES 9/25	SO. ROCKWOOD VILLAGE	0000000451		8,198.88	592239
Total Vendor Code 0000510404:				8,198.88	
Vendor Code: 0000510800 2025 ADMINISTRATIVE FEE					
NOVEMBER 2025	COUNTY AGENCY ADMINISTRATIVE	0000000796		1,250.00	592240
Total Vendor Code 0000510800:				1,250.00	
Vendor Code: 0000711400					
10142025	REBECCA CURLEY	0000000788		570.76	592241
Total Vendor Code 0000711400:				570.76	
Vendor Code: 0000721906 CHOICES - SEPTEMBER 2025					
51028102819	AUDREY SCHROEDER	0000000638	10/28/2025	8,707.50	592242
Total Vendor Code 0000721906:				8,707.50	
Vendor Code: 0000731951 RESTITUTION 25-29080-DL J. JONES					
6170RST	SONGALEWSKI, STEVEN	0000000470		60.00	592243
Total Vendor Code 0000731951:				60.00	
Vendor Code: 0000731965 RESTITUTION 03-17280-DL K. BOLICK					
6171RST	STATE FARM INSURANCE COMPANY	0000000471		25.00	592244
Total Vendor Code 0000731965:				25.00	
Vendor Code: 0000902208 DRAIN BID POST RD.					
10/23/2025 DRAIN BID	CHEVRETTE GRADALL SERVICE	0000000426		200.00	592245
10/29/2025 JULIE L	CHEVRETTE GRADALL SERVICE	0000000741		200.00	592245
Total Vendor Code 0000902208:				400.00	
Vendor Code: 0000903819 DRAIN BID POST RD.					
10/23/25 DRAIN BID	SCHUMAKER BROTHERS	0000000427		200.00	592246
10/29/2025 JULIE L	SCHUMAKER BROTHERS	0000000742		200.00	592246
Total Vendor Code 0000903819:				400.00	
Vendor Code: CLERK/REG CASH BOND RETURN					
12-32667-CZ	JAROD MATZINGER	0000000618		2,500.00	592248
23-247433-FH	PRESHETTA HADLEY	0000000784		109.62	592247
05-34674-FH	TRENTON FEDERAL CREDIT UNION	0000000783		11.57	592249
12-39977-FH	WILLARD CHRISTOPHER DAVISON	0000000785		15.38	592250
Total Vendor Code CLERK/REG:				2,636.57	
Vendor Code: TREASURER 2024 100% PRE GRANTED 05-205-037-00					
PRE 2024	ADAM S & KARA A COONTZ	0000000791		1,017.26	592255
PRE 24	ANDREW M & CARLY B BRENOT	0000000519		5,193.64	592254
PRE 23-24	CARL HOLLOWAY	0000000520		2,398.78	592256
TAX OVRPY 0202900111	CHARLOTTE SHOWALTER	0000000516		632.63	592257
2024 PRE	GABRIEL P & COURTNEY M KACZOROWSKI	0000000792		2,159.94	592253
24 PRE	JONATHAN ROKICKI & MORGAN RAMOS	0000000518		2,827.47	592251
TAXOVERPAY0797248700	LAWYERS TITLE AGENCY	0000000456		40.36	592252
22,23,24 PRE	LINDSEY SELECKI	0000000522		2,476.84	592260
2024-PRE	MASON & KYLIE ANDREWS	0000000801		2,830.69	592259
MORT FORF 1002800200	NEWREZ LLC	0000000455		80,799.88	592261
MTT# 24-001274-TT	RICHARD F DEBENE	0000000802		1,865.53	592258
Total Vendor Code TREASURER:				102,243.02	
Report Total:				340,508.40	

HON. MICHAEL C. BROWN
CHIEF JUDGE & VETERANS COURT
HON. AMANDA L. EICHER
DISTRICT & MENTAL HEALTH JUDGE
HON. CHRISTIAN J. HORKEY
DISTRICT JUDGE



JESSICA D. CHAFFIN
COURT ADMINISTRATOR / MAGISTRATE
TELEPHONE (734) 240-7075
FAX (734) 240-7098

STATE OF MICHIGAN
DISTRICT COURT • FIRST JUDICIAL DISTRICT
106 EAST FIRST STREET • MONROE, MICHIGAN 48161-2186
MONROE COUNTY

October 22, 2025

Chairman J. Henry Lievens
Monroe County Board of Commissioners – Operations Committee
125 E. Second Street
Monroe, Michigan 48161

RE: 1st District Court Attorney Magistrate Position

Dear Chairman Lievens:

The 1st District Court would appreciate the Operations Committee granting our request for prior service credit for the new full time Attorney Magistrate candidate. Per Monroe County policy #401 section B (4): "new hires may be granted up to four (4) years prior service credit for purposes of initial placement on the non-union Wage Schedule."

The Court posted the full time Attorney Magistrate position on September 4th, 2025. The Court received four candidates in total, one was not an attorney, one did not live in the jurisdiction, and one did not respond to interview requests. Fortunately, the one applicant who did interview is qualified, experienced, and an excellent candidate for the position.

The 1st District Court is in the process of hiring Attorney Michael Lieberman for the vacant full time Attorney Magistrate position. The Court is requesting Mr. Lieberman to be paid as a Grade 15, Step 5 on the Non-Union Wage Schedule.

Mr. Lieberman has six years of experience as a staff attorney for Legal Services of South Central Michigan and another twelve years of experience working in the field of legal services as a law clerk and legal assistant. He has worked on numerous cases in District Court and is well versed in Michigan Compiled law and Michigan Court Rules. His experience as a trial attorney will make the transition to magistrate smooth and efficient. It is the Court's position that Mr. Lieberman meets the requirements set forth in Monroe County Policy #401, Compensation, Section B(4).

It has been challenging to fill this position at the current wage of \$38.50 per hour. The wages paid by the Michigan Indigent Defense Commission have made it especially difficult as attorneys are able to make significantly more money taking indigent defense cases.

The service credit for Mr. Leiberman will require an additional appropriation to the 1st District Court budget. Please see the attached financial analysis.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Brown". The signature is fluid and cursive, with the first name "Michael" and last name "Brown" clearly distinguishable.

Michael Brown
Chief Judge
First District Court

Michael D. Lieberman, J.D.

Bar No.: P83298

Professional Summary

Staff Attorney with substantial trial advocacy experience, specializing in civil litigation and housing law. Dedicated to fairness, impartiality, and public service through years of representing vulnerable clients. Skilled in courtroom procedure, fact-finding, judicial decision-making, administrative hearings, and providing legal advice and guidance to hundreds of clients to ensure they understood their rights and responsibilities.

Experience

Staff Attorney, Legal Services of South Central Michigan (2019–Present)
Monroe, Michigan

- Represented dozens of clients in contested court proceedings, with a significantly increased caseload during the COVID-19 pandemic.
- Conducted numerous bench trials, motion hearings, and dispositive motion arguments.
- Counseled clients through mediation and drafted judicial-style pleadings and recommendations.
- Represented clients in Administrative Law Judge hearings, gaining experience in evidentiary presentation and advocacy in quasi-judicial settings.
- Provided legal advice and guidance to hundreds of clients in housing and civil matters, ensuring accessibility and understanding while balancing a demanding caseload.

Law Clerk, Legal Services of South Central Michigan (2016–2017)
Ann Arbor & Jackson, Michigan

- Supported litigation in housing, family law, and public benefits cases.
- Conducted client intakes, legal research, and drafted legal documents under attorney supervision.
- Represented clients in court and mediation under supervision.

Legal Assistant, Legal Services of South Central Michigan (2005–2015)
Ann Arbor, Michigan

- Conducted client interviews, drafted wills and powers of attorney for senior clients.
- Managed referrals for pro-bono cases and Social Security matters.
- Prepared legal documents, correspondence, and organized case files.

Education

J.D., Michigan State University College of Law

B.A., Michigan State University

Skills

- Courtroom advocacy
- Judicial decision writing
- Client communication
- Mediation preparation
- Administrative hearings
- Research and statutory application
- Prepared to complete LEIN certification, mediation training, and judicial training requirements upon appointment

HIRING REVIEW FORM

Department: District Court

Vacancy Job Title: Full Time Attorney Magistrate

Brief Job Description:

Serves in a quasi-judicial capacity as prescribed by statute and local administrative order including, issuance of misdemeanor and felony arrest warrants, search warrants, conducting arraignments, setting bonds, accepting guilty pleas, sentencing misdemeanors, holding small claims and informal hearings, and adjudicating civil infraction and misdemeanor pretrials.

Budgeted Position:

☐ YES

If YES, are Funds Available?

☐ YES

* Must be verified by Finance/HR

☐ NO

*Must provide Funding Plan, verified by

☒ NO

If NO, please provide the following:

Job Description (Must have with New Position, Reclassification)

Point Factoring (Must have with New Position, Reclassification)

Reorganization Plan (When applicable)

Funding Plan Required, Verified by Finance (Include Finance Worksheet)

Department Summary: (Importance of filling vacancy, risks, timing, etc.)

Please see the attached letter to Operations outlining the need for additional judicial resources.

Completed By: Jessica Chaffin

DATE: 08/05/2025

Human Resources/ Finance Use:

Conclusion:

Finance: Placing this position at a step 5 will require an estimated additional General Fund allocation of \$1,645 for 2025 and \$15,104 for 2026.

Human Resources: The request is in compliance with County policies.

Finance Reviewer: Sue Maier

DATE: 10/27/25

HR Reviewer: Jeff McBee

DATE: 10/27/25

APPROVED BY THE OPERATIONS COMMITTEE

APPROVED BY THE FULL BOARD

ATTORNEY MAGISTRATE-DISTRICT COURT

Department: 1st District Court

Wage Grade: 15

FLSA Status: Exempt

Affiliation: Non-Union

GENERAL SUMMARY:

Upon appointment by the 1st District Court Chief Judge, and under the direction of the 1st District Court Administrator, serves in a quasi-judicial capacity as prescribed by statute and local administrative order; including, issuance of misdemeanor and felony arrest warrants, search warrants, conducting misdemeanor and felony arraignments, setting and collecting bonds, accepting guilty pleas and sentencing misdemeanors as enumerated by statute. Will conduct small claims hearings, informal hearings and adjudicating civil infraction and misdemeanor pre-trials as directed by the Chief Judge.

ESSENTIAL FUNCTIONS: *(An employee in this position may be called upon to do any of the following essential functions. These examples do not include all of the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily).*

- Presides over informal hearings for all types of civil infractions. Explains the law and procedures to parties, swears in witnesses, hears and takes testimony, examines witnesses, makes findings of fact, makes conclusion of law and adjudicates the case.
- Presides over small claim hearings. Explains the law and procedures to parties, hears testimony, swears in witnesses, hears and takes testimony, examines witnesses, makes findings of fact, makes conclusion of law and adjudicates the case.
- Presides over criminal arraignments in both misdemeanor and felony cases, advises defendants of charges and legal rights, determines and sets appropriate bonds based on the seriousness of the offense and other relevant factors, determines eligibility and appoints attorney where appropriate, schedules next court date, accepts waiver of preliminary exam where appropriate.
- Presides over criminal misdemeanor guilty pleas as authorized by statute, advises defendants of charges and legal rights, accepts pleas, determines and imposes sentence as authorized by law.
- Presides over probable cause hearings for the issuance of misdemeanor and felony arrest warrants, advises defendants of rights and consequences of a plea, takes testimony under oath, reviews documents, makes determination regarding authorization and schedules future court action.

- Presides over requests from law enforcement under oath for the issuance of search warrants. Examines the completeness of affidavits for search and makes a determination regarding authorization. Search warrants are issued after probable cause is determined.
- Provides advice and assistance to court staff regarding matters related to traffic and other violations, small claims and other judicial matters. Adheres to the collection practices set forth by the Chief Judge and in MCR 1.110.
- Reviews and responds to civil infraction and misdemeanor citations where violator pleads guilty with an explanation and accepts admission of responsibility.
- Performs civil ceremony weddings at the 1st District Court locations. May perform marriages away from the Court upon the approval of the Chief Judge.
- Perform civil mediations as directed by the District Court Judges.
- As part of the judicial availability plan with the 1st District Judges, may serve as needed in on call after court hours, weekends and holidays for issuance of search warrants, arrest warrants and arraignments.

EMPLOYMENT QUALIFICATIONS:

Education: Graduation from an accredited law school.

Experience: Minimum of three years of experience in a general practice including criminal law experience.

Other Requirements:

Must be a registered voter in Monroe County and must be licensed as an Attorney in the State of Michigan

Member of the State Bar of Michigan

Will take an oath of office.

Complete an approved 40-hour general civil mediation training program within one year of hiring

Must sign a Monroe County Court Employee model code of conduct.

Must take the L.E.I.N. certification test and be fingerprinted.

Must complete the required Michigan Judicial Institute New Magistrate training.

Must possess a valid driver's license.

Knowledge of:

- Applicable laws, court rules, and adopted SCAO standards.
- The State of Michigan Manual for District Court Magistrates.
- The structure and content of the English language, along with data analysis and report preparation techniques.
- The Judicial Information System (JIS).
- The Law Enforcement Information Network (LEIN) and the Secretary of State (SOS) system.
- Relevant equipment, court/county policies, procedures and strategies to promote effective local operations for the protection of people, data, property and institutions.

Skill in:

- Accurate data collection and active listening with court users, law enforcement or others.
- Communicating the order of the Court and conveying the importance of compliance to statutes, ordinances and court rules.

Ability to:

- Recognize the needs and concerns of the Court when dealing with court users, law enforcement or others.
- Communicate effectively both orally and in writing.
- Attend work regularly and work under stressful conditions.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements: *[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:*

Ability to enter and access information from a computer.

Ability to access all areas of the court.

Ability to access office files.

Hearing and speech sufficient to communicate in person or over the telephone.

May need to drive a County or personal vehicle in the course of the work.

Working Conditions:

Works in office setting and have the ability to take evening/weekend calls from law enforcement.

May be in regular contact with persons charged and/or convicted of criminal offenses.

May have occupational exposure to persons with various communicable diseases.

Will be required to train annually and certify in the MIOSHA Bloodborne Pathogens provided by the County of Monroe.

APPROVED REQUEST	ITEM	DATE	Department	Union	Grade		Classification	WAGES	FRINGES	TOTAL
	ANNUAL BUDGET	2025	13600	union_00	RYE15		ATTORNEY MAGISTRATE	\$ 52,474	\$ 4,995	\$ 57,469
	ACTUAL COST	THROUGH 10/3/25	13600	union_00	RYE15		ATTORNEY MAGISTRATE	\$ 39,724	\$ 3,781	\$ 43,506
							AVAILABLE BUDGET	\$ 12,750	\$ 1,214	\$ 13,963
	PROPOSED	DOH 10/4/25	13600	union_00	RYE15		ATTORNEY MAGISTRATE	\$ 18,700	\$ 6,808	\$ 25,508
							TOTAL PROPOSED	\$ 18,700	\$ 6,808	\$ 25,508
							TOTAL APPROVED COST/(SAVINGS)	\$ 5,950	\$ 5,594	\$ 11,545
UPDATED	PROPOSED	DOH 10/4/25	13600	union_00	RYE15	STEP1	ATTORNEY MAGISTRATE	\$ 18,700	\$ 6,808	\$ 25,508
	PROPOSED	DOH 11/17/25	13600	union_00	RYE15	STEP5	ATTORNEY MAGISTRATE	\$ 21,454	\$ 5,699	\$ 27,153
							TOTAL ADDITIONAL COST/(SAVINGS)	\$ 2,754	\$ (1,109)	\$ 1,645
	FINANCE CONCLUSION:									
	ADDITIONAL COST TO GENERAL FUND, WOULD REQUIRE ADDITIONAL APPROPRIATION.									
	ANNUAL PROPOSED	2026	13600	union_00	RYE15	STEP1	ATTORNEY MAGISTRATE	\$ 83,216	\$ 36,997	\$ 120,213
	ANNUAL PROPOSED	2026	13600	union_00	RYE15	STEP5	ATTORNEY MAGISTRATE	\$ 95,467	\$ 39,850	\$ 135,317
							ADDITIONAL 2026 COST			\$ 15,104



STATE OF MICHIGAN
DISTRICT COURT • FIRST JUDICIAL DISTRICT
MONROE COUNTY

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E. Second Street
Monroe, Michigan 48161

October 21, 2025

Re: FY 2025-26 MCSC Grant Application

Dear Chairman Vensel,

This letter is to inform the Monroe County Board of Commissioners that the State Court Administrative Office (SCAO) has awarded the Monroe County Sobriety Court (MCSC) a grant in the amount of \$40,000 for the grant period October 1, 2025 through September 30, 2026.

While the grant does not require a match from Monroe County, it is anticipated there will be a need for general fund contribution in the amount of \$204 for expenses the grant cannot reimburse. This would include \$40 in funding needed for payroll processing cost, \$159 to cover MATCP conferences travel expenses, and \$5 membership fees that otherwise cannot be provided solely by the grant.

The request of \$204 consists of an additional appropriation in 2025 of \$149, with \$55 to be budgeted in the 2026 budget.

Thank you for your consideration in accepting this grant award and general fund contribution. Please contact me if you require any additional information.

Sincerely,

Amanda L. Eicher
District Court Judge & Sobriety Court



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone 517-373-0128

Thomas P. Boyd
State Court Administrator

October 14, 2025

Honorable Michael Brown, Chief Judge
1st District Court

Re: FY26 Michigan Drug Court Grant Program Award Notification
1st District Court — DWI Sobriety Court
SCAO UI: U10155

Dear Chief Judge Brown:

I am pleased to inform you that your application for funding through the Michigan Drug Court Grant Program has been approved. On behalf of the State Court Administrative Office, your court is awarded a grant in the amount of \$40,000 to support your Problem-Solving Court program. This award is for the grant period between October 1, 2025, and September 30, 2026.

Your court's FY26 contract will be e-mailed from DocuSign to your project director, Christina McMahon. Please review the contract carefully and have it signed by December 15, 2025. The budget, based on your court's actual award, must be submitted in WebGrants by November 3, 2025. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

If you have questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at smitha@courts.mi.gov. For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or nevinj@courts.mi.gov.

Sincerely,

A handwritten signature in black ink that reads "Thomas P. Boyd".

Thomas P. Boyd
State Court Administrator

cc: Honorable Amanda Eicher, Program Judge
Jessica Chaffin, Court Administrator
Christina McMahon, Project Director

Sobriety Court 2026 Grant Budget Allocation

Account Number	Account Description	2025 Budget Amt - County Request	TOTAL 2026 Budget	Oct - Dec 2025	Jan - Sept 2026	Comments
101-28670-705000	Salaries and Wages		\$ 7,419	\$ 1,965	\$ 5,454	208 hrs \$33.94-\$34.96
101-28670-711100	Overtime - Time and 1/2		\$ 1,338	\$ 327	\$ 1,011	PO overtime 24hrs\$1338.39; (SC, MHC, VTC)
101-28670-715000	Social Security		\$ 670	\$ 175	\$ 495	
101-28670-716000	Employers - Retirement		\$ 3,732	\$ 781	\$ 2,952	
101-28670-716001	DC Retirement					
101-28670-716010	Employers - Ret Health Care		\$ 452	\$ 100	\$ 352	
101-28670-716012	Employer-HCS					
101-28670-717000	Unemployment Insurance		\$ 9	\$ 2	\$ 6	
101-28670-718000	Workers Compensation		\$ 218	\$ 30	\$ 187	
101-28670-719000	Health Insurance		\$ 2,151	\$ 526	\$ 1,625	
101-28670-720000	Life Insurance		\$ 9	\$ 2	\$ 6	
101-28670-721000	Optical Insurance		\$ 22	\$ 5	\$ 17	
101-28670-722000	Dental Insurance		\$ 125	\$ 30	\$ 95	
101-28670-723000	Disability Insurance		\$ 50	\$ 12	\$ 38	
101-28670-911000	General Liability Insurance		\$ 145	\$ 36	\$ 110	
Fringes Total Budgeted			\$ 7,582	\$ 1,699	\$ 5,882	Possible fringe based on 208 hrs/PO OT (PO OT \$730-22.74 GL) Coordinator(\$6382-122.64 GL)
101-28670-728000	Office Supplies		\$ 130	\$ 75	\$ 55	Binders, Graduation Supplies;
101-28670-741000	Operating/Participant Supplies/Graduation ceremony			\$ -	\$ -	Books/Kits/Pens/ \$75/Graduation Ceremony
101-28670-741084	OP-Sup - Incentives		\$ 650	\$ 163	\$ 488	For phase advancement and biweekly incentives, 26 gift cards at \$25 each
101-28670-801000	Professional / Contractual (Catholic Charities)		\$ 4,050	\$ 1,013	\$ 3,038	15 participant CBT 7 wk sessions @\$30 per session, \$60 intake fee
101-28670-801115	Electronic Monitoring (House Arrest/Nationwide)		\$ 5,364	\$ 1,341	\$ 4,023	3 @ \$65 enrollment fee, 90 d tether at \$9.50/day, 5 soberlink 40 days @\$8.50/day=\$3403, 6 for II @ \$135/mth for up to 2mths=\$1961,
101-28670-801223	Contr Serv - Screen & Assessment (MHS)		\$ 260	\$ 260	\$ -	20 Risk Assessments @\$13
101-28670-801400	Contr Serv - Drug (Averhealth/testing supplies)		\$ 7,196	\$ 1,799	\$ 5,397	1000 Urine test @\$8.90/per test, cofirmation test up to \$24; (67 per mth/816)
101-28670-814015	Software License Fee (Google)		\$ 9	\$ 2	\$ 6	Google
101-28670-814016	Payroll Services	\$ 40	\$ 40	\$ 10	\$ 30	ADP/ % woked on MCSC
101-28670-817000	Court Appointed Attorney		\$ 4,320	\$ 2,250	\$ 2,070	\$120/hr not to exeed 48 hrs annually (36 hrs/3 hrs per mth)
101-28670-830000	Association & Membership	\$ 5	\$ 5		\$ 5.00	1 MATCP memberships
101-28670-849010	Part Travel - Public Trans		\$ 180	\$ 45	\$ 135	6, 31-day bus passes at \$30 each
101-28670-851000	Telephone		\$ 100	\$ 25	\$ 75	1 phone line @up to \$20 a month
101-28670-861000	Travel	\$ 159	\$ 1,193	\$ 782	\$ 411	650
101-28670-958000	Training and Seminars		\$ 369	\$ 325	\$ 45	Split MATCP Annual/Coord con; 1 Coordinator/CM conference
		\$ 204	\$ 40,204	\$ 12,080	\$ 28,124	
	Less Payroll Service \$40 and Travel/Membership fees \$164 (Not Reimbursable by Grant)	\$ -	\$ (204)	\$ (149)	\$ (55)	
		\$ 204	\$ 40,000	\$ 11,931	\$ 28,069	



STATE OF MICHIGAN
DISTRICT COURT • FIRST JUDICIAL DISTRICT
MONROE COUNTY

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E. Second Street
Monroe, Michigan 48161

October 21, 2025

Re: FY 2025-26 MCMHRC Grant Application

Dear Chairman Vensel,

This letter is to inform the Monroe County Board of Commissioners that the State Court Administrative Office (SCAO) has awarded the Monroe County Mental Health Recovery Court (MCMHRC) a grant in the amount of \$185,336 for the grant period October 1, 2025 through September 30, 2026.

While the grant does not require a match from Monroe County, it is anticipated there will be a need for general fund contribution in the amount of \$1,132 for expenses the grant cannot reimburse. This would include \$320 in funding needed for payroll processing cost, \$672 to cover MATCP conferences travel expenses, and \$140 membership fees that otherwise cannot be provided solely by the grant.

The request of \$1,132 consists of an additional appropriation in 2025 of \$181, with \$951 to be budgeted in the 2026 budget.

Thank you for your consideration in accepting this grant award and general fund contribution. Please contact me if you require any additional information.

Sincerely,

Amanda L. Eicher
District Court Judge & Mental Health Recovery Court



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone 517-373-0128

Thomas P. Boyd
State Court Administrator

October 14, 2025

Honorable Michael Brown, Chief Judge
1st District Court

Re: FY26 Michigan Mental Health Court Grant Program Award Notification
1st District Court — Adult Mental Health Court
SCAO UI: U20009

Dear Chief Judge Brown:

I am pleased to inform you that your application for funding through the Michigan Mental Health Court Grant Program has been approved. On behalf of the State Court Administrative Office, your court is awarded a grant in the amount of \$185,336 to support your Problem-Solving Court program. This award is for the grant period between October 1, 2025, and September 30, 2026.

Your court's FY26 contract will be e-mailed from DocuSign to your project director, Christina McMahon. Please review the contract carefully and have it signed by December 15, 2025. The budget, based on your court's actual award, must be submitted in WebGrants by November 3, 2025. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

If you have questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at smitha@courts.mi.gov. For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or nevinj@courts.mi.gov.

Sincerely,

A handwritten signature in black ink that reads "Thomas P. Boyd".

Thomas P. Boyd
State Court Administrator

cc: Honorable Amanda Eicher, Program Judge
Jessica Chaffin, Court Administrator
Christina McMahon, Project Director

MCMHRC 2026 Grant Budget Allocation

Account Number	Account Description	2026 County Request	TOTAL 2026 Budget	Oct - Dec 2025	Jan - Sept 2026	Comments
101-28660-705000	Salaries and Wages		\$ 59,349	\$ 15,719	\$ 43,630	1664 hrs x\$33.94-34.96 =\$59349.12 w/\$2000 retention
101-28660-707100	Part time employees					
101-28660-711100	Overtime - Time and 1/2		\$ 2,677	\$ 654	\$ 2,022	PO OT 48 hrs @\$54.54-\$56.18
101-28660-715000	Social Security		\$ 4,745	\$ 1,253	\$ 3,492	
101-28660-716000	Employers - Retirement		\$ 26,357	\$ 5,512	\$ 20,845	
101-28660-716001	DC Retirement					
101-28660-716010	Employers - Ret Health Care		\$ 3,191	\$ 708	\$ 2,483	
101-28660-716012	Employer-HCS					
101-28660-717000	Unemployment Insurance		\$ 60	\$ 15	\$ 46	
101-28660-718000	Workers Compensation		\$ 1,538	\$ 214	\$ 1,324	
101-28660-719000	Health Insurance		\$ 17,206	\$ 4,210	\$ 12,996	
101-28660-720000	Life Insurance		\$ 69	\$ 19	\$ 50	
101-28660-721000	Optical Insurance		\$ 172	\$ 37	\$ 135	
101-28660-722000	Dental Insurance		\$ 999	\$ 241	\$ 758	
101-28660-723000	Disability Insurance		\$ 401	\$ 95	\$ 306	
101-28660-911000	General Liability Insurance		\$ 1,027	\$ 251	\$ 776	
Fringes Total Budgeted			\$ 55,765	\$ 12,555	\$ 43,210	PO OT Finge \$1630 (\$54135.01)
101-28660-728000	Office Supplies		\$ 300	\$ 75	\$ 225	Binders, Graduation Supplies; \$75/Graduation Ceremony
101-28660-729000	Printing and Imaging					
101-28660-731010	Urine Test / Lab Kits (Trans Med)			\$ -		
101-28660-741000	Operating/Participant Supplies		\$ 500	\$ 125	\$ 375	Books/Kits/Pens
101-28660-741084	OP-Sup - Incentives		\$ 1,875	\$ 469	\$ 1,406	For phase advancement and biweekly incentives, 75 gift cards at \$25 each
101-28660-801000	Professional / Contractual (Catholic Charities)		\$ 23,364	\$ 5,841	\$ 17,523	Cath Charities CBT for 12 participants \$60 intake + 7 sessions @\$30 each=\$3240; MRT for 30 participants \$70 intake + 17 sessions @\$35= \$19950
101-28660-801010	Peer Support Services					
101-28660-801115	Electronic Monitoring (House Arrest/Nationwide)		\$ 13,000	\$ 3,250	\$ 9,750	10 participants @ \$65 enrollment fee, 90 days of tether at \$9.50/day=\$7600, 5 participants for II @ \$135 for 8mths=\$5400
101-28660-801220	Contr Serv - Job Seeking					
101-28660-801223	Contr Serv - Screen & Assessment (MHS)		\$ 481	\$ 481	\$ -	37 Risk Assessments @\$13
101-28660-801400	Contr Serv - Drug (Averhealth) (Medication)		\$ 13,683	\$ 3,421	\$ 10,262	Drug testing/ \$500 for 60 days supply of medication
101-28660-809010	Emerg Housing					
101-28660-814015	Software License Fee (Google & Zoom)		\$ 85	\$ 21	\$ 64	Google
101-28660-814016	Payroll Services	\$ 320	\$ 320	\$ 80	\$ 240	ADP= Split w/SC
101-28660-817000	Court Appointed Attorney		\$ 8,640	\$ 2,250	\$ 6,390	\$120/hr not to exceed 96 hrs annually 72 hrs yr/6 hrs mth
101-28660-830000	Association & Membership	\$ 140	\$ 140		\$ 140.00	2 MATCP memberships @\$50; 1 @80%=\$40
101-28660-849002	Participant Personal Care Services					
101-28660-849010	Part Travel - Public Trans		\$ 1,090	\$ 273	\$ 818	28, 31-day bus passes at \$30 each/ 10 Gas Cards @\$25
101-28660-851000	Telephone		\$ 240	\$ 60	\$ 180	1 phone line @up to \$20 a month
101-28660-861000	Travel	\$ 672	\$ 3,032	\$ 695	\$ 2,337	3 County Emp MATCP; 1 Emp Coord conf; 4 add training travel (\$2360 Grant)
101-28660-958000	Training and Seminars		\$ 1,927	\$ 236	\$ 1,691	4 Team Members for MATCP Annual; 1 for MATCP Coordinator/Case Manager Conference Split 80%
		\$ 1,132	\$ 186,468	\$ 46,204	\$ 140,264	
Less Payroll Service \$320 and Travel/Membership fees \$812 (Not Reimbursable by Grant)		\$ -	\$ (1,132)	\$ (181)	\$ (951)	
		\$ 1,132	\$ 185,336	\$ 46,023	\$ 139,313	



Monroe County Veterans' Treatment Court

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E. Second Street
Monroe, Michigan 48161

October 21, 2025

RE: 2025-2026 MCVTC Grant Award Notification

Dear Chairman Vensel,

This letter is to inform the Board that the State Court Administrative Office (SCAO) has awarded the Monroe County Veterans Treatment Court (MCVTC) a grant in the amount of \$35,840 for the grant period October 1, 2025 through September 30, 2026.

While the grant does not require a match from Monroe County, there will be a need for a general fund contribution in the amount of \$382.00 for expenses the grant cannot reimburse, namely payroll processing fees, MATCP membership fee and MATCP conference travel.

An additional appropriation of \$23.00 in 2025 and \$359.00 to be included in the 2026 budget are requested as the District Court does not have funds to offset FY 2025-2026 MCVTC expenses.

Thank you for your consideration in accepting this grant award and general fund contribution. A representative will be attending the Board of Commissioners meeting. Please contact me if you require any additional information.

Yours truly,

Michael C. Brown
Chief Judge
First District Court



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone 517-373-0128

Thomas P. Boyd
State Court Administrator

October 14, 2025

Honorable Michael Brown, Chief Judge/Program Judge/Project Director
1st District Court

Re: FY26 Michigan Veterans Treatment Court Grant Program Award Notification
1st District Court — Veterans Treatment Court
SCAO UI: U30009

Dear Chief Judge Brown:

I am pleased to inform you that your application for funding through the Michigan Veterans Treatment Court Grant Program has been approved. On behalf of the State Court Administrative Office, your court is awarded a grant in the amount of \$35,840 to support your Problem-Solving Court program. This award is for the grant period between October 1, 2025, and September 30, 2026.

Your court's FY26 contract will be e-mailed from DocuSign to you as the project director. Please review the contract carefully and have it signed by December 15, 2025. The budget, based on your court's actual award, must be submitted in WebGrants by November 3, 2025. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

If you have questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at smitha@courts.mi.gov. For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or nevinj@courts.mi.gov.

Sincerely,

A handwritten signature in black ink that reads "Thomas P. Boyd".

Thomas P. Boyd
State Court Administrator

cc: Jessica Chaffin, Court Administrator

MCVTC 2025-2026 Grant Application Budget Detail

Account Number	Account Description	2026 Budget Amount Grant Request	2026 Budget Amount - County Request	TOTAL 2026 Budget	Oct-Dec 2025	Jan - Sept 2026
101-28650-705000	Salaries and Wages	\$ 7,419		\$ 7,419	\$ 1,965	\$ 5,454
101-28650-711100	Overtime - Time and 1/2	\$ 1,338		\$ 1,338	\$ 327	\$ 1,011
	Total Wages	\$ 8,757		\$ 8,757	\$ 2,292	\$ 6,465
101-28650-715000	Social Security	\$ 670		\$ 670	\$ 175	\$ 495
101-28650-716000	Employers - Retirement	\$ 3,732		\$ 3,732	\$ 781	\$ 2,952
101-28650-716001	DC Retirement			\$ -		
101-28650-716010	Employers - Ret Health Care	\$ 452		\$ 452	\$ 100	\$ 352
101-28650-717000	Unemployment Insurance	\$ 9		\$ 9	\$ 2	\$ 6
101-28650-718000	Workers Compensation	\$ 218		\$ 218	\$ 30	\$ 187
101-28650-719000	Health Insurance	\$ 2,151		\$ 2,151	\$ 526	\$ 1,625
101-28650-720000	Life Insurance	\$ 9		\$ 9	\$ 2	\$ 6
101-28650721000	Optical	\$ 22		\$ 22	\$ 5	\$ 17
101-28650722000	Dental	\$ 125		\$ 125	\$ 30	\$ 95
101-28650-723000	Disability Insurance	\$ 50		\$ 50	\$ 12	\$ 38
101-28650-911000	General Liability	\$ 145		\$ 145	\$ 36	\$ 110
	Total Fringes	\$ 7,582		\$ 7,582	\$ 1,699	\$ 5,882
101-28650-728000	Office Supplies	\$ 200		\$ 200	\$ 50	\$ 150
101-28650-731010	Drug Testing Supplies			\$ -	\$ -	\$ -
101-28650-741000	Operating Supplies (Risk Assessment)	\$ 1,075		\$ 1,075	\$ 1,075	
101-28650-741084	Incentives	\$ 500		\$ 500	\$ 125	\$ 375
101-28650-801000	Professional / Contractual (AverHealth)	\$ 6,942		\$ 6,942	\$ 1,736	\$ 5,207
101-28650-801115	Electronic Monitoring (House Arrest & Nation Wide)	\$ 2,442		\$ 2,442	\$ 611	\$ 1,832
101-28650-814015	Software License (Google)	\$ 9		\$ 9	\$ 2	\$ 7
101-28650-814016	Payroll Services		\$ 40	\$ 40	\$ 10	\$ 30
101-28650-817000	Court Appointed Attorney	\$ 7,200		\$ 7,200	\$ 1,800	\$ 5,400
101-28650-851000	Telephone Charges	\$ 120		\$ 120	\$ 30	\$ 90
101-28650-861000	Travel	\$ 544	\$ 287	\$ 831	\$ 84	\$ 747
101-28650-958000	Training and Seminars / Memebership	\$ 469	\$ 55	\$ 524	\$ 30	\$ 494
		\$ 35,840	\$ 382	\$ 36,222	\$ 9,544	\$ 26,679
Less Payroll Processing / Travel / Membership (Not Reimbursable by Grant)				\$ (382)	\$ (23)	\$ (359)
		\$ 35,840	\$ 382	\$ 35,840	\$ 9,521	\$ 26,320

\$700 lic/13 LS/CMI
20 Gift cards
(65 per mth)

10% Split



State of Michigan

HONORABLE WILLIAM PAUL NICHOLS
38TH JUDICIAL CIRCUIT COURT JUDGE
COUNTY OF MONROE

October 31, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 East Second Street
Monroe, Michigan 48161

RE: Adult Drug Treatment Court Grant

Dear Chairman Vensel:

This letter is written to inform the Board of Commissioners that the State Court Administrative Office has awarded the 38th Circuit Court an Adult Drug Treatment Court grant in the amount of \$83,000.00 for Fiscal Year 2026 running from October 1, 2025 through September 30, 2026.

Although this operational grant does not require any matching funds from Monroe County, it is anticipated there will be a need for a general fund contribution with a total amount of \$698.00. This contribution includes \$400.00 to cover payroll processing costs not covered by the grant and would require an allocation of \$100.00 in the 2025 budget with the remaining balance of \$300.00 to be allocated in the 2026 budget. Additionally, this total contribution includes an allocation of \$134.00 in the 2025 budget to cover the balance of costs not covered by the grant for membership, lodging and mileage expenses to attend the MATCP Program Coordinator and Case Manager Conference in Muskegon, Michigan on November 5th and 6th.

Thank you for your consideration in accepting this grant award and approving the general fund contribution. Please do not hesitate to contact me if you require any additional information.

Respectfully,


Honorable Mark S. Braunlich
Chief Judge, 38th Circuit Court


Honorable William Paul Nichols
38th Circuit Court, ADTC Program Judge



Michigan Supreme Court

State Court Administrative Office
Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone 517-373-0128

Thomas P. Boyd
State Court Administrator

October 14, 2025

Honorable Mark S. Braunlich, Chief Judge
38th Circuit Court

Re: FY26 Michigan Drug Court Grant Program Award Notification
38th Circuit Court — Hybrid DWI/Drug Court
SCAO UI: U10150

Dear Chief Judge Braunlich:

I am pleased to inform you that your application for funding through the Michigan Drug Court Grant Program has been approved. On behalf of the State Court Administrative Office, your court is awarded a grant in the amount of \$83,000 to support your Problem-Solving Court program. This award is for the grant period between October 1, 2025, and September 30, 2026.

Your court's FY26 contract will be e-mailed from DocuSign to your project director, Patricia Riddell. Please review the contract carefully and have it signed by December 15, 2025. The budget, based on your court's actual award, must be submitted in WebGrants by November 3, 2025. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

If you have questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at smitha@courts.mi.gov. For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or nevinj@courts.mi.gov.

Sincerely,

A handwritten signature in black ink that reads "Thomas P. Boyd".

Thomas P. Boyd
State Court Administrator

cc: Honorable William Paul Nichols, Program Judge
Annamarie Osment, Court Administrator
Patricia Riddell, Project Director

40902 - FY 2026 - 38th Circuit Court - Adult Drug Treatment Court - Operational Grant Application

Application Details

Funding Opportunity: 40207-Fiscal Year 2026 Michigan Drug Court Grant Funding
Program Area: Michigan Drug Court Grant Program (MDCGP)
Status: Correcting
Organization: 38th Circuit Court - Monroe County (C38)

State Funded Budget

Personnel

Name	Position	Computation	Request	Other Grant Or Funding Source	Local Cash Contribution	Local In-Kind Contribution	Total
Patricia Riddell	Program Coordinator	See calculation below	\$60,579.60	\$0.00	\$0.00	\$0.00	\$60,579.60
			\$60,579.60	\$0.00	\$0.00	\$0.00	\$60,579.60

Personnel

Describe the personnel costs (i.e., wages) associated with the proposed project.

Program Coordinator – Full Time Employee – 40 hours per week

FY26 Wages – October 1, 2025 thru December 31, 2025 – 520 hours x \$28.35 = \$14,742

FY26 Wages – January 1, 2026 thru August 11, 2026 (annual pay step increase on 8/12/26) – 1,280 hours x \$29.20 = \$37,376

FY26 Wages – August 12, 2026 thru September 30, 2026 – 280 hours x \$30.22 = \$8,461.60

Total FY 2026 Wages = \$60,579.60

Fringe Benefits

Types of Fringe Benefits to be Claimed	Request	Other Grant Or Funding Source	Local Cash Contributions	In-Kind Contributions	Total
Grant:Social Security/DCret/Workers Comp/Health/Life Insur/HCS/Disability/Unemployment/Gen Liab	\$15,685.32	\$0.00	\$0.00	\$0.00	\$15,685.32
	\$15,685.32	\$0.00	\$0.00	\$0.00	\$15,685.32

Fringe Benefits

Describe in detail each fringe benefit amount. If you are requesting funds in the "Other" category, include a detailed description of those expenses.

Program Coordinator – In the Adult Drug Treatment Court, the **GRANT** is being charged for the following fringe benefits:

Social Security - FY26 Wages – October 1, 2025 thru September 30, 2026 - \$60,579.60 x 0.0765 = \$4,634.34

DCret (Defined Contribution Retirement Plan) – (1) FY26 Wages – October 1, 2025 thru December 31, 2025 – \$14,742 x 0.08 = \$1,179.36 plus (2) FY26 Wages – January 1, 2026 thru August 11, 2026 – \$37,376 x 0.09 = \$3,363.84 plus (3) FY26 Wages August 12 thru September 30, 2026 – \$8,461.60 x 0.09 = \$761.54. Total = \$5,304.74

Workers Compensation - (1) FY26 Wages – October 1, 2025 thru December 31, 2025 – \$14,742 x 0.0145 = \$213.76 plus (2) FY26 Wages – January 1, 2026 thru August 11, 2026 – \$37,376 x 0.029 = \$1,083.90 plus (3) FY Wages – August 12, 2026 thru September 30, 2026 – \$8,461.60 x 0.029 = \$245.39. Total = \$1,543.05.

Health - \$389.08

Life Insurance - (1) FY26 Wages – October 1, 2025 thru December 31, 2025 – \$14,742 x 3.11 = \$9.32 plus (2) FY26 Wages – January 1, 2026 thru August 11, 2026 – \$37,376 x 2.07 = \$16.54 plus (3) FY26 Wages – August 12, 2026 thru September 30, 2026 – \$8,461.60 x 2.07 = \$2.07 Total = \$27.95.

(HCS) Health Care Savings Program – (1) FY26 Wages – October 1, 2025 thru December 31, 2025 – \$14,742 x 0.03 = \$442.26 plus (2) FY26 Wages – January 1, 2026 thru August 11, 2026 – \$37,376 x 0.04 = \$1,495.04 plus (3) FY26 Wages – August 12, 2026 thru September 30, 2026 – \$8,461.60 x 0.04 = \$338.46. Total = \$2,275.76.

Disability - (1) FY26 Wages – October 1, 2025 thru December 31, 2025 – \$14,742 x 0.00674 = \$99.36 plus (2) FY26 Wages – January 1, 2026 thru August 11, 2026 – \$37,376 x 0.00701 = \$261.91 plus (3) FY26 Wages – August 12, 2026 thru September 30, 2026 – \$8,461.60 x 0.00701 = \$59.29 Total = \$420.57.

Unemployment – FY26 Wages – October 1, 2025 thru September 30, 2026 – \$60,579.60 x 0.001 = \$60.58

General Liability – FY26 Wages – October 1, 2025 thru September 30, 2026 – \$60,579.60 x 0.01699 = \$1,029.25

The county does not cover these costs for specialty court programs.

Grant: Total Fringe Benefits = \$15,685.32

Contractual

Service to be Provided	Contractor(s)	Computation	Request	Other Grant or Funding Sources	Local Cash Contribution	Local In-Kind Contribution	Total	Subrecipient/Contractor
Defense Attorney	Jeff Dulany/ Sean Myers	12 hours x \$100 per hour = \$1,200	\$1,200.00	\$0.00	\$0.00	\$3,600.00	\$4,800.00	
Case Manager	Zennie Sullivan	Not to exceed 10 hours per week x \$25 per hour	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	
Electronic Monitoring Devices	House Arrest Services	Enrollment Fees up to \$65.00 and Daily Monitoring up to \$10.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Drug and Alcohol Testing	ION Lab		\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	
Transitional Housing	Salvation Army Harbor Light (SAHL and/or local provider)	Not to exceed \$85 per day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Peer Recovery Coach	TBD	Not to exceed \$20 per hour	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Substance Abuse Assessments	TBD	Not to exceed \$200 per clinical assessment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
			\$3,100.00	\$0.00	\$0.00	\$3,600.00		

Contractual

Describe the contractual costs associated with the proposed project.

Defense Attorney - The Defense Attorney is a core team member and attends staff meetings and court review hearings. Estimated cost based on \$100.00 per hour x 4 hours per month x 3 months = \$1,200.00. (\$400.00 per month). This will include participation in training, program and staffing meetings as well as review hearings. After our current attorney retires at the end of the year, another local attorney has offered to provide pro bono services to cover the 2nd, 3rd and 4th quarters of FY26.

Case Manager - The initial grant application for FY24 provided for a Case Manager position but recognized that the program would not be fully

operational for at least another year and no funds were requested for FY24. However, in our FY25 grant application we indicated that as the program continued to grow a Case Manager position may be needed during the second half of the grant cycle. During the 4th quarter of FY25, we were able to reallocate funding which enabled us to contract for Case Manager services and fill this position. Duties include meeting and screening all referred candidates, conducting risk assessments and making a formal recommendation regarding the candidates eligibility and likelihood for success in the program. Case Manager is responsible for providing the candidate with an overview of the Adult Drug Treatment Court Program; assisting the candidate with completing all required screening, release and admission forms and distributing copies of all program paperwork. Upon admission, the Case Manager ensures that the participant is enrolled in the appropriate level of behavioral therapy and is engaged in a medically assisted treatment (MAT) program administered through a federally qualified health center (FQHC). Case Manager coordinates the reporting of data to the Program Coordinator for entry into the DCCMIS, introduces the participant to their "Peer Recovery Coach", provides regular progress evaluations, presents updates to the team at all scheduled team meetings and attends all regular court review hearings. The Case Manager submits a time sheet to the 38th Circuit Court for actual hours worked on a weekly basis for reimbursement of not more than 10 hours per week at a rate of \$25.00 per hour .

Electronic Monitoring Devices - House Arrest Services will provide electronic monitoring for approximately 4 participants. Services include: (1) Enrollment fee for electronic monitoring of \$25-\$65 and (2) Electronic monitoring \$10.00 (GPS) – \$11.00 (Alcohol/Drug) per day. Electronic monitoring will typically be used on participants released directly from jail into the program during the initial Phase I of the Adult Drug Treatment Court.

Drug and Alcohol Testing – During FY25, our program paid Averhealth Labs a total of \$11,127.20 for drug and alcohol testing. As the number of participants increases this budget cycle we anticipated spending more for this service and requested \$15,283.20 for FY26. However, we recently found a better and more cost effective option and terminated our contract with Averhealth Labs effective October 19, 2025. We are now using ION Labs located in Bingham Farms, Michigan. Instead of taking three to five days for the initial testing and then another three to five days for the confirmation, as was common practice with Averhealth Labs, our new provider has a turnaround time for testing and confirmation of only 30 hours. Additionally, ION Labs participates in direct insurance billing and only charges the program a minimal fee if a participant is not covered by any insurance. Accordingly, we were able to significantly reduce our request in this line-item.

Transitional Housing – Stable housing is crucial for participant success. Requesting funds for supportive housing via Gem Stone (male) and Paula's Paula's House (female) and the Salvation Army Harbor Light (SAHL) for qualified candidates and/or lodgings via local hotel. Housing is acknowledged as a continued need for participants and typically would be used for short periods during the initial Phase I of the program. Transitional housing not to exceed \$85/day.

Peer Recovery Coach - ADTC Team currently has one Peer Recovery Coach provided by SAHL that can assist 6 – 8 participants and one Peer Recovery Coach provided by MDOC which can assist an additional 6 – 8 participants. At the direction and under the supervision of the Case Manager, duties include utilizing their real-life experiences, as well as their formal training, to provide support services to program participants on issues related to addiction, treatment and recovery. The Peer Recovery Coaches meet regularly with program participants and provide the following "recovery capital" services: (1) peer mentoring support to increase self-confidence, (2) educational information to enhance vocational skills and job opportunities, (3) life-building skills to expand access to housing, transportation, child care and health care and (4) networking skills to enable the participant to connect with the appropriate individuals and agencies who can assist in the successful transition back into the community. The Peer Coaches develop a one-on-one personal relationship with program participants and work with them to establish goals, create an individualized recovery plan and identify any obstacles that must be resolved during the recovery period. The Peer Coaches report regularly to the Case Manager on the status of the participant's recovery and will provide support to participants at court appearances and during meetings of the ADTC Community Panel.

Substance Abuse Assessments – Community Mental Health Partnership of Southeast Michigan currently has a clinician who has performed SUD access screening for some of our participants. As we move forward, we anticipate it will be necessary to hire a contractor to perform some substance abuse assessments for those participants that do not qualify for CMHPSM services.

Supplies

Type of Supply	Computation	Request	Other Grant or Funding Sources	Local Cash Contribution	Local In-Kind Contribution	Total
Payroll Processing	ADP	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00
Acrobat Pro DC	Annual licensing fee not to exceed \$100	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Google Workspace	Annual licensing fee not to exceed \$85	\$85.00	\$0.00	\$0.00	\$0.00	\$85.00
Zoom Licensing	Annual licensing fee not to exceed \$200	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GED Classes and Tests	Not to exceed \$43.50 per subject or module	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Supplies/Equipment and Printing Costs	Reasonable and necessary expenses related to adult drug court operation	\$397.90	\$0.00	\$0.00	\$0.00	\$397.90

Printer Service Fees	Contractual service fee	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Participant Incentives		\$266.78	\$0.00	\$0.00	\$0.00	\$266.78
		\$999.68	\$0.00	\$400.00	\$0.00	

Supplies

Describe the supply costs associated with the proposed project.

Payroll Processing - The county will cover the expenses for purchase of software associated with processing payroll. The county contribution requires an allocation of \$100 in the county FY25 budget and the remaining allocation of \$300 in the county FY26 budget. Grant cost is zero.

Acrobat Pro DC - Acrobat Pro DC is a software subscription that improves the functionality of PDF files, which the Adult Drug Treatment Court uses extensively to create fillable forms (used for transfers, discharges, sanctions, writing assignments and phase advancement) and to collect digital participant signatures for agreements and consent releases. Not to exceed \$100/year.

Google Workspace - Google Workspace is a software subscription providing communication and collaboration tools for the Coordinator to use between team members and participants. Not to exceed \$85/year. This line item is prorated at \$7.09 per month for the fiscal year.

Zoom Licensing - One Zoom license for problem-solving court staff to conduct probation appointments and other program related business. Not to exceed \$200/year.

GED Classes and Tests - Funds will allow participants to attend classes and test for different subjects in order to obtain their GED. The cost of each subject and/or module will not exceed \$43.50.

Office Supplies/Equipment/Printing - Requesting funding to accommodate purchase of participant binders/organizers for support with organization and general office supplies for program operations. This request includes printing costs for program manuals, signage and various workflow charts and forms. This also includes the purchase of planners for program participants and other reasonable and necessary office supplies/equipment related to adult drug treatment court operation.

Printer Service Fees - Printer service fees based on contract.

Participant Incentives - Incentives are provided to the participant at the transition of one phase to the next, for achieving small milestones and at times when addressing difficult situations appropriately. Incentives should be something that is of interest to the participant. Requesting funding to support purchase of participant incentives in the form of gift cards, movie tickets, bus passes, key chains, water bottles and/or similar items. Per SCAO, incentives to be tangible, symbolic and personalized. We are striving to achieve this through consideration of participant needs and interests. Team members assist in the determination of appropriate and meaningful incentives.

Travel and Training

Type of Travel or Training	Computation	Request	Other Grant or Funding Sources	Local Cash Contribution	Local In-Kind Contribution	Total
MATCP Program Coordinator and Case Manager Conference - November 5th and 6th	2 Team Members x \$395 Conference Fee	\$790.00	\$0.00	\$0.00	\$0.00	\$790.00
MATCP Coordinator & Case Manager Conference - Travel Expenses/Grant	Lodging/Meals/Mileage/Parking	\$1,100.40	\$0.00	\$0.00	\$0.00	\$1,100.40
MATCP Coordinator & Case Manager Conference - Travel Expenses/County	Lodging/Mileage	\$0.00	\$0.00	\$134.00	\$0.00	\$134.00
MATCP 2026 Annual Conference - May 6th and 7th	1 Team Member x \$395 Conference Fee	\$395.00	\$0.00	\$0.00	\$0.00	\$395.00
MATCP Annual Conference - Travel Expenses/Grant	Lodging/Meals/Mileage/Parking	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00
MATCP Annual Conference - Travel Expenses/County	Lodging/Mileage	\$0.00	\$0.00	\$164.00	\$0.00	\$164.00
SCAO Training: Conference Fees, Travel, Lodging and Mileage		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$2,635.40	\$0.00	\$298.00	\$0.00	

Travel and Training

Describe the travel and training costs associated with the proposed project.

MATCP Coordinator & Case Manager Conference – Muskegon, Michigan – November 5th and 6th

Travel Expenses – Travel expenses will cover registration fees, lodging, meals, mileage and parking associated with the conference.

Registration Fee #1 – Program Coordinator – Registration fee is \$445 which includes MATCP membership. Grant reimburses cost at \$395. County cost for MATCP membership is \$50.

Registration Fee #2 – Case Manager – Registration fee is \$445 which includes MATCP membership. Grant reimburses cost at \$395. No county cost for membership since Case Manager is not a county employee. Case Manager will pay membership fee of \$50 out of personal funds.

Lodging #1 – Program Coordinator – Anticipated cost for two nights accommodation at the Delta Hotel in Muskegon, Michigan is \$140 per night using the conference rate. Total amounts to \$280. Grant reimburses cost at \$98 per night x 2 nights = \$196. County cost is \$42 per night x 2 nights = \$84.

Lodging #2 – Case Manager – Estimated cost for two nights accommodation at the Delta Hotel in Muskegon, Michigan is \$140 per night using the conference rate. Total amounts to \$280. Grant reimburses cost at \$98 per night x 2 nights = \$196. No county cost since Case Manager is not a county employee. Case Manager will pay balance of \$110 out of personal funds.

Meals – Lunch #1 – Program Coordinator – One lunch/meal not covered by Conference fee. Grant cost is \$12.

Meals – Lunch #2 – Case Manager – One lunch/meal not covered by Conference fee. Grant cost is \$12.

Meals – Dinner #1 – Program Coordinator – Two dinners/meals not covered by Conference fee. Grant cost is \$22 x 2 = \$44.

Meals – Dinner #2 – Case Manager – Two dinners/meals not covered by Conference fee. Grant cost is \$22 x 2 = \$44.

Mileage #1 – Program Coordinator – 2025 County rate for reimbursement is calculated at .70 per mile. Grant rate for reimbursement is calculated at .70 per mile. Round-trip from courthouse to conference is 426 miles. Grant cost is 426 miles x .70 = \$298.20.

Mileage #2 – Case Manager – 2025 Grant rate for reimbursement is calculated at .70 per mile. Round-trip from courthouse is 426 miles. Grant cost is 426 x .70 = \$298.20.

Total Grant Cost for Coordinator and Case Manager Conference = \$1,890.40

Total County Cost for Coordinator and Case Manager Conference = \$134.00

MATCP Annual Conference – Lansing, Michigan – May 6th and 7th

Travel Expenses – Travel expenses will cover registration fees, lodging, meals, mileage and parking associated with the conference.

Conference Registration Fee – At this time, only one ADTC team member is budgeted to attend this conference. Registration fee is \$395. The team member is a Monroe County employee. The registration fee does not include a \$50 MATCP membership fee.

Registration Fee #1 – Program Coordinator – Registration fee is \$395. Grant reimburses cost at \$395. MATCP membership fee already paid for Program Coordinator when attending Muskegon conference.

Lodging - Estimated cost of one night accommodation for 2025 MATCP Conference at the Lansing Center in Lansing, Michigan is \$180 per night. The Conference is held on May 6th and May 7th and would require two nights accommodations. Allowable Drug Court Grant cost is \$98 per night. County cost would make up the difference of \$82 per night. (Grant cost is \$98 per night x 2 nights = \$196. County cost is \$82 per night x 2 nights = \$164).

Room #1 – Program Coordinator – Conference rate of \$180 per night x 2 nights = \$360. Grant cost is \$98 per night x 2 nights = \$196. County cost is \$82 per night x 2 nights = \$164.

Meals - MATCP Conference Fee includes two breakfasts and one lunch per team member. Allowable Drug Court Grant cost for meals is reimbursed at the following state rates: \$8.00 for breakfast, \$12.00 for lunch and \$22.00 for dinner. Attendee will not submit any request for reimbursement for meals.

Mileage - County rate for reimbursement is .70 per mile. Grant rate for mileage is .70 per mile. Grant cost is 1 car x 220 miles x .70 per mile = \$154.

Parking - Estimated parking fee of \$10 per day. Attendee will not submit any request for reimbursement for parking.

Total Grant Cost for Annual MATCP Conference = \$745.00

Total County Cost for Annual MATCP Conference = \$164.00

SCAO Training: Conference Fees, Travel, Lodging and Mileage – Upcoming Trainings

This line-item was created to allow for the registration and attendance at upcoming SCAO trainings that will be held during the year but have not yet been announced.

Indirect Cost

Please upload the documentation that supports your negotiated rate (state and local government rate agreement or general ledger that includes all operating costs for the de minimis rate or to request a negotiated rate).

Supporting Documentation:

Please upload the certification of indirect cost if you are using the de minimis rate or if you are requesting a negotiated rate from SCAO. (Certificate of Indirect Cost template can be found above).

Certificate of Indirect (F&A) Costs:

Describe the process for determining your indirect cost including calculations. Describe all costs that are included in the base for determining the rate.

Indirect Cost

Type of Indirect Cost	Percentage	Request
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No Data for Table

Total Budget

Budget Category	Request	Other Grant or Funding Sources	Local Cash Contributions	In-Kind Contributions	Total Cost
Total	\$83,000.00	\$0.00	\$698.00	\$3,600.00	\$87,298.00



MONROE COUNTY SHERIFF'S OFFICE

Troy Goodnough, Sheriff

100 East Second Street, Monroe, MI 48161-2163
Telephone: (734) 240-7400 • Fax: (734) 240-7480

October 22, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E Second Street
Monroe, MI 48161

Re: FY2026 MCOLES Justice Training Grant Award Acceptance

Dear Chairman Vensel and Members of the Board:

In April of 2025, the Monroe County Sheriff's Office submitted an application for the FY2026 MCOLES Justice Training Grant. We were recently notified that our application was successful.

The total cost for the training program is \$28,012.47. Under the MCOLES grant there is a minimum 25% match requirement of the recipient agency. The cost sharing under the grant award will be as follows:

MCOLES	\$21,009.35
County	\$7,003.12 (funding from within the Sheriff's Office 2026 budget)
Total	\$28,012.47

The Sheriff's Office requests that the award be accepted.

Regards,

Chief Deputy Mike Preadmore

**MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS
MICHIGAN JUSTICE TRAINING FUND GRANT AWARD**

GRANTEE Monroe County Sheriff's Office		GRANT NUMBER 2026-LE-304
PROJECT START DATE 01/01/2026	PROJECT END DATE 12/31/2026	GRANT AMOUNT \$21,009.35
PROJECT TITLE FY 2026 Monroe County Annual Training Plan		

Michigan Justice Training funds are granted in the amount and for the period shown above, for the purposes stated in the approved application which is hereby incorporated into this award. Granting of these funds is subject to the requirements of Public Act No. 302 of 1982, as amended, the Administrative Rules of the Michigan Commission on Law Enforcement Standards, the Grant Manual, and other applicable laws and procedures. **This grant becomes effective as of the project start date and upon signature by the grantee's required authorizing officials.** Failure to return the signed award by December 12, 2025, will result in the total award being returned to the Michigan Justice Training Fund for future award.

APPROVED BUDGET

BUDGET CATEGORY	AMOUNT
PERSONNEL	\$0.00
CONTRACTUAL SERVICES	\$0.00
TUITION	\$0.00
TRAVEL – EMPLOYEE	\$0.00
TRAVEL – CONTRACTOR	\$0.00
TRAVEL – TRAINEE	\$0.00
SUPPLIES & OPERATING	\$21,009.35
EQUIPMENT	\$0.00
TOTAL	\$21,009.35

SPECIAL CONDITIONS

None

SELECTED FOR COMPREHENSIVE REVIEW: ☐ Yes ☒ No

**MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS
MICHIGAN JUSTICE TRAINING FUND GRANT AWARD**

GRANTEE Monroe County Sheriff's Office		GRANT NUMBER 2026-LE-304
PROJECT START DATE 01/01/2026	PROJECT END DATE 12/31/2026	GRANT AMOUNT \$21,009.35
PROJECT TITLE FY 2026 Monroe County Annual Training Plan		

Authorized by:

STATE OF MICHIGAN Timothy S. Bourgeois MCOLES Executive Director	SIGNATURE	DATE
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Acceptance by:

AUTHORIZING OFFICIAL	I have read and agree to all guidelines set forth in the 2026 Grant Manual ☐	SIGNATURE	DATE
PROJECT ADMINISTRATOR	I have read and agree to all guidelines set forth in the 2026 Grant Manual ☐	SIGNATURE	DATE
FINANCIAL OFFICER	I have read and agree to all guidelines set forth in the 2026 Grant Manual ☐	SIGNATURE	DATE

Return the signed award via email to Cristy Dowker at DowkerC1@michigan.gov.

AUTHORITY: 1982 PA 302
COMPLIANCE: Voluntary
PENALTY: No grant award



Monroe County Community Planning & Engagement Department

965 South Raisinville Road, Monroe, Michigan 48161
: 734-240-7375 • Fax: 734-240-3286 • www.co.monroe.mi.us/planning

November 4, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 E. Second Street
Monroe, MI 48161

Re: FY26 County Veteran Service Fund Grant Acceptance Request

Dear Chairman Vensel and Members of the Board:

I am pleased to inform the Monroe County Board of Commissioners that the county has been awarded a \$67,048.06 grant for veteran services. The Monroe County Community Planning & Engagement Department applied for the FY26 County Veteran Service Fund grant through the Michigan Veterans Affairs Agency (MVAA) on June 18, 2025. We received official notification on October 10, 2025, that the grant was awarded, and the funds will be available once the Grant Agreement is formally signed by both the county and the State of Michigan.

The \$67,048.06 in funding will be used to enhance and improve local veteran service operations, specifically by covering the wages, benefits, and training of a full-time Veterans Coordinator position. This role is critical to the Monroe County Department of Veteran Affairs, as the coordinator assists eligible veterans, service members, dependents, and survivors in securing essential health, financial, and memorial benefits they are entitled to. This position is currently supported by the FY25 version of this same grant, ensuring continuity of service.

The Community Planning and Engagement Department is requesting that the Board of Commissioners accept a grant of up to \$67,048.06 to cover approved costs between October 1, 2025, and September 30, 2026, which requires no local matching funds. However, accepting the grant obligates the Veteran Affairs cost center to cover \$899.00 for the Veterans Coordinator's general liability insurance, which is not allowable per the grant. The 2025 amount of \$215.00 can be funded from current budget funds; the 2026 amount of \$684.00 is requested to be included in the 2026 budget.

If you have any questions regarding our request, you may contact Jason Berry at (734)240-3288 or email me at jason_berry@monroemi.org. Thank you in advance for your consideration of this request.

Sincerely,

Jason Berry
Community Planning & Engagement Department Director



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN VETERANS AFFAIRS AGENCY
LANSING

BRIAN L. LOVE
DIRECTOR

October 9, 2025

David Vensel
125 East Second Street
Monroe, MI 48161

Dear Mr. Vensel,

Congratulations! The Michigan Veterans Affairs Agency (MVAA) has accepted Monroe county's application for the 2026 County Veteran Service Fund (CVSF) Grant.

The grant award will be funded for up to \$67,048.06 of approved costs during the grant period of October 1, 2025, to September 30, 2026, once the Grant Agreement is signed by both the county and the State of Michigan.

Upon request by the Grantee and approval by the State Budget Office, the Grantee may receive an initial advance payment of \$50,000 or 50 percent of the total CVSF grant award, whichever is less. The remaining balance or entire grant funding shall be disbursed on a reimbursement basis in accordance with program requirements.

The grant award will be carried out under the direction of Jason Berry as stated in the grant application.

All grant activities will be supervised by MVAA. For communications related to the grant, please e-mail MVAAGrants@michigan.gov and include your county name and "CVSF" in the subject line.

As a Grantee, you must be registered to do business with the State of Michigan. Registration is available at the following website: www.michigan.gov/SIGMAVSS. Failure to register will delay payment.

To accept the grant award, please review and sign the Grant Agreement and return in its entirety to MVAAGrants@michigan.gov by 5pm EST on November 9, 2025.

Sincerely,

Kate Preston

Grants Manager
517-230-8535
PrestonK2@michigan.gov

GRANT AGREEMENT
BETWEEN THE
MICHIGAN DEPARTMENT OF MILITARY AND VETERANS AFFAIRS,
MICHIGAN VETERANS AFFAIRS AGENCY
And MONROE COUNTY

This Grant Agreement ("Agreement") is made between the Michigan Department of Military and Veterans Affairs, (DMVA) **Michigan Veterans Affairs Agency** ("MVAA"), and **Monroe County** ("Grantee"). The parties in this agreement will be referred to as the State (DMVA or MVAA) and Grantee (County Recipient).

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to Public Act 192 of 1953 MCL 35.623a, County Veteran Service Fund. Legislative appropriation of Funds for grant assistance is set forth in Public Act No: 22 of 2025. This Agreement is subject to the terms and conditions specified herein.

Project Name: Monroe County FY26 CVSF Grant

Amount of Grant: \$67,048.06

Start Date (date executed by DMVA): 10/1/2025

End Date: 09/30/2026

GRANTEE CONTACT:

David Vensel

Name/Title

Monroe County

Organization

125 East Second Street

Address

Monroe, MI 48161

Address

734-240-7003

Telephone number

Fax number

Davevensel1@gmail.com

E-mail address

Federal ID number – (Required for Federal Funding)

Grantee DUNS number - (Required for Federal Funding)

STATE'S CONTACT:

Kate Preston, Grants Manager

Name/Title

MVAA

Division/Bureau/Office

3423 N. Martin Luther King Jr. Blvd. (Bldg. 32)

Address

Lansing, MI 48906

Address

517-230-8535

Telephone number

Fax number

PrestonK2@michigan.gov

E-mail address

[Program will add a Remittance address if different than the above.]

The undersigned certify that they are duly elected and authorized officers of the Grantee and that, as such, are authorized to accept this grant on behalf of the Grantee, to obligate the Grantee to observe all the terms and conditions placed on this grant, and in connection with this grant to make, execute and deliver on behalf of the Grantee all grant agreements, representations, receipts, reports, and other instruments of every kind.

FOR THE GRANTEE:

Signature/Title

Date

FOR THE STATE:

Signature/MVAA Project Manager

Date

Signature/DMVA Chief Financial Officer

Date

I. PROJECT SCOPE

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

- (A) The scope of this project is to create a county department of veterans' affairs in certain counties, and to prescribe its powers and duties; and to transfer the powers and duties of the soldier's relief commission in such counties (MCL 35.621 to 35.624).
- (B) Grants are provided to counties for county veteran service operations. "Veteran service operations" means assistance and programming of any kind to meet the needs of the veterans in this state. Veteran service operations include, but are not limited to, providing assistance, programming, and services for the purpose of assisting veterans in this state and providing advice, advocacy, and assistance to veterans, servicemembers, dependents, or survivors by an accredited veteran service officer to obtain United States Department of Veterans Affairs health, financial, or memorial benefits for which they are eligible.
- (C) Grants shall be used to enhance the connection between Michigan veterans, eligible dependents, and survivors and the federal benefits they may be entitled but have not yet accessed. In alignment with the State's strategic objective to exceed the national average in federal benefit connection rates, the performance of this grant program will be monitored based on the success in increasing benefit connection outcomes. The Grantee is expected to implement targeted strategies that contribute to measurable improvements in the number of veterans, eligible dependents, and survivors to federal benefits. Performance will be assessed based on the following key indicators:
- Number of new federal benefit claims initiated as a direct result of grant-funded activities.
 - Number of federal benefit claims approved, linked to grant-funded activities.
 - Percentage increase in county's federal benefit connection rates compared to the prior grant cycle or baseline data, where available.
- (D) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement. Failure to obtain written prior approval from the State may result in expenses not being approved or reimbursed.
- (E) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. AGREEMENT PERIOD

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on Page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on Page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

III. CHANGES

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The Grantee must submit amendments in advance using the form provided by the State.

Common changes include but are not limited to the following conditions:

- (A) Personnel changes for the Project Director, Financial Officer, or Authorized Official
- (B) Change in contact information (email addresses, phone numbers, etc.) for the Project Director, Financial Officer, or Authorized Official
- (C) Change in program objectives/initiatives
- (D) Change in program expenditures

Each change request should include an explanation of the reason for and effect of the proposed alternation along with a detailed description of each deviation. Changes to program expenditures need to include an updated budget request form and supporting documentation, if applicable.

The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without written approval by the State. All amendments must be received by the State no later than June 30, 2026.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

- (A) The Grantee must complete and submit quarterly financial, progress, and activity reports according to the form and format prescribed by the State and must include supporting documentation of eligible project expenses.

Quarterly reports shall be due according to the following schedule:

Reporting Period	Due Date
October 1 – December 31	January 10, 2026
January 1 – March 31	April 10, 2026
April 1 – June 30	July 10, 2026
July 1 – September 30	October 5, 2026

If the report's due date falls on a weekend or holiday, it will be due the last business day prior to the due date.

- (B) The Grantee is responsible for the timely, complete, and accurate submission of each required report. Inaccurate reports will be returned to the Grantee for correction. If any report is submitted late or does not have all the required supporting documentation included upon submission, those expenditures will be denied. Grantees have the opportunity to submit corrected or late reports for review during the following month. If late or incomplete reports occur for two consecutive reporting periods, it may result in termination of the Agreement.

- (C) If requested, the Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including expenditure documentation, along with the final project report and any other outstanding requests for information.

- (D) Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. The last day to submit requests for reimbursement is October 5, 2025. If the report's due date falls on a weekend or holiday, it will be due the last business day prior to the due date.

- (E) The Grantee must provide copies of all documents and deliverables in accordance with Appendix A. The forms provided by the State shall be uploaded and submitted using the State's File Transfer Service using a link that will be provided by the MVAA Grant Team. All required supporting documentation (invoice, proof of payment, canceled checks, credit card receipt, or general ledger, refer to Appendix A for further clarification) for expenses must align with the Grant

Agreement and be included with the report.

V. GRANTEE RESPONSIBILITIES

- (A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this Agreement.
- (B) The Grantee, by signature of this Agreement, attests that all persons served under this Agreement are veterans, spouses, or eligible dependents of veterans with separation status in accordance with county policy for eligibility. The Grantee must maintain documentation of veteran eligibility on file and available to the State upon request. Acceptable forms of documentation include copies of: DD Form 214, NGB 22, Veteran Health Identification Card, VA Healthcare Enrollment Card, Military Retiree ID Card, Uniformed Services ID Card, SQUARES verification, or a Michigan Driver's License with the Veteran Designator.
- (C) The Grantee agrees to use the E-Verify system to verify that all persons hired during the grant term are legally present and authorized to work in the United States. "E-Verify" means an internet-based system operated by the Department of Homeland Security, United States Citizenship and Immigration Services, in partnership with the Social Security Administration. The State may require the Grantee to verify the information and submit a certification to the State.
- (D) All local, state, and federal permits, if required, are the responsibility of the Grantee. The award of this grant is not a guarantee of permit approval by the State.
- (E) The Grantee shall be solely responsible to pay all applicable taxes and fees on the purchase of goods, services, or equipment, if any, that arise from the Grantee's receipt or execution of this Agreement. However, allowable taxes and fees directly associated with payroll taxes and approved out-of-state travel expenses may be reimbursed when consistent with program guidelines and subject to prior approval.

For out-of-state travel-related costs, this includes, but is not limited to, taxes and fees applied to airfare, lodging (e.g., city, county, or state occupancy taxes), ground transportation, and rental vehicles. These taxes and fees must be directly tied to the authorized out-of-state travel activity and properly documented as part of the travel expense reimbursement request.

- (F) The Grantee agrees to have internal controls in place to provide reasonable assurance that administrative and programmatic objectives of the grant will be achieved. Grantees must maintain distinct and accurate accounting for all expenditures associated with the grant program. These records must clearly delineate grant-related transactions to ensure transparency, accountability, and compliance with program requirements. All documentation must be maintained in an organized and readily accessible manner to support timely financial reporting and to ensure full audit readiness upon request by the State.
- (G) In cases where the Grantee receives advance funds, the Grantee is expected to maintain separate accounts and records for each source of funds (e.g., Federal, State, other) used to support the project and to maintain separate records for matching funds and program income funds if applicable. Grantees receiving advanced payment of grant funds must submit a bank statement or general ledger to the State within ten (10) business days of receiving the advanced payment verifying the deposit. Grantees must include a projected timeline of when remaining advanced funds are expected to be expended in their Quarterly Progress Reports.

- (H) The Grantee agrees to fulfill all matters within the grant guidance as requested and enforced. This may include, but is not limited to, mandatory training(s) for Project Directors and Financial Officers or designees, to learn the correct reporting format.
- (I) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all reports and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in reports or other services. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or any cause of action arising out of the performance of this Agreement. If no response is received from the Grantee after two written requests from the Grantor, the request for reimbursement will be voided.
- (J) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the Agreement.
- (K) Sponsorships, gifts, and donations are not allowed.
- (L) No profits shall be made from grant-funded products or materials. Any funds received from the sale of a product be used for the purchase of the new product if the Grantee requests to replace it.
- (M) The Grantee will complete training as provided by the MVAA. Travel/training costs may be reimbursed by the grant as budgeted. The training is required and will be coordinated with all Grantees providing Veteran Service Officer services to Michigan citizens.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this Agreement whether the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

Marketing/advertising products shall be acknowledged as "paid for in part or in whole by the Michigan Veterans Affairs Agency" if space allows.

VII. RELATIONSHIP

- (A) It is understood that the Grantee is not an employee of the State of Michigan (SoM), DMVA, or MVAA. No employee, agent, or subcontractor of the Grantee is an employee of the SoM, DMVA, or MVAA.
- (B) The Grantee and any employees compensated through this grant shall not be considered an employee of the SoM, DMVA, or MVAA. Accordingly, they are not eligible for, nor may participate in, any benefits offered by the State, including but not limited to retirement benefits, pension rights, insurance coverage, fringe benefits, training, holiday pay, sick leave, vacation pay, or any other entitlements or obligations arising from an employment relationship with the State.

Employees whose salaries are supported by this grant may receive compensation and employee benefits as provided under the Grantee's own organizational policies and salary packages.

(C) The Grantee does not have the authority to enter into agreements on behalf of the State.

(D) The Grantee shall not direct the work or commit the working time of any State employee through this Agreement.

(E) The State reserves the right to require the removal of any personnel from the grant-funded positions at its sole discretion. This includes, but is not limited, cases involving misconduct, violations of professional standards, or actions that jeopardize the integrity of the grant program.

- a. Grantee supervisory personnel are required to inform their staff of all applicable rules, standards of conduct and work performance expectations associated with grant-funded duties.
- b. The Grantee must notify the State immediately of any disciplinary action and/or dismissal involving grant-funded staff to any of the following infractions, which may warrant removal from the grant-funded position:
 - i. Negligence in the performance of duties
 - ii. Dishonest actions with the intent to deceive
 - iii. Theft
 - iv. Misappropriation or unauthorized use of grant funds or failure to report knowledge thereof
 - v. Failure to maintain accreditation with the U.S. Department of Veterans Affairs (USDVA)
 - vi. Reporting for work under the influence of alcohol or illicit mind-altering drugs not prescribed by a physician
 - vii. Providing clients with alcohol or illicit mind-altering drugs while in the performance of their duties
 - viii. Unauthorized release of confidential information
 - ix. Employee is charged or convicted of any criminal offense.
 - x. Any willful acts that knowingly jeopardize the health, safety, and wellbeing of any others
- c. Failure of the Grantee to report any of these acts may result in immediate termination of this Agreement.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties, obligations, or funds under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. SUBCONTRACTS

The State reserves the right to deny the use of any consultant, contractor, associate, or other

personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact regarding contractual matters, including payment of all charges resulting from the anticipated Agreement. Verification of any documentation is the responsibility of the Grantee; the State can request detail at any time if necessary. All subcontractors used by the Grantee in performing projects shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required. Subcontractors shall report activities and services to the Grantee in a form and manner prescribed by the Grantee. The Grantee shall provide signed copies of all subcontracts to the State within 14 days of execution. The Grantee is subject to local procurement policy.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended MCL 37.2101, *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended MCL 37.1101, *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of the Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. UNFAIR LABOR PRACTICES

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. LIABILITY

The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

The Grantee or any of its agents will not approve or deny expenditures incurred by themselves, an immediate family member as defined: spouse, mother, father, sister, brother, son, daughter, stepchild, or in-law. In instances where one family member directly supervises a defined family member, internal controls will be instituted to prevent any appearance of impropriety.

The Grantee shall provide a copy of their Conflict of Interest policy to the State within 14 days of execution and submit in writing an affidavit that no potential conflicts of interest, or the disclosure of potential conflicts of interest. The Grantee is subject to local Conflict of Interest policy.

XIII. ANTI-LOBBYING

If all or a portion of this Agreement is funded with federal funds, then in accordance with Office of Management and Budget Circular A-21, A-87, or A-122, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at www.SAM.gov to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XV. AUDIT AND ACCESS TO RECORDS

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect the Grantee's premises or any other places where Grant Activities are being performed, and examine, copy, and audit all records related to this Grant. The Grantee must cooperate and provide reasonable assistance. All records must be maintained for a minimum of seven years after the final payment has been issued to the Grantee by the State.

All Grantees will be subject to grant monitoring of performance, including data collection according to a form and format prescribed by the State. A Progress and Activity Report will be required quarterly. Upon approval of the quarterly audit, Grantees will have two weeks to dispute any decisions made by the State. After two weeks, the audit will be finalized and closed. Grant and performance monitoring will be conducted by the State. If the State determines, by audit or otherwise, that a Grantee expended the grant funds received for purposes other than approved veteran service operations under this Agreement, the State shall reduce the grant disbursement provided to the Grantee in the succeeding fiscal year by an amount equal to the total of all amounts improperly expended. The State reserves the right to require payment of misspent funds if funds are not appropriated, or the Grantee does not apply for appropriated grant funding, in the subsequent year.

XVI. INSURANCE

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement

XVII. OTHER SOURCES OF FUNDING

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from the Grantee's billings, or to refund to the State, within 14 business days, the total amount representing such duplication of funding.

XVIII. COMPENSATION

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will reimburse the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid for within the Start and End Date of this Agreement. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement, unless otherwise specified in Appendix A.

(C) Grantees receiving advanced payment of grant funds must submit a bank statement or general ledger to the State within ten (10) business days of receiving the advanced payment and it must be coded in a way that clearly identifies the grant funds. Grantees must include a projected timeline of when remaining advanced funds are expected to be expended in their Quarterly Progress Reports.

(D) The State will approve reimbursement requests after approval of reports and related documentation as required under this Agreement.

(E) The State reserves the right to request additional information necessary to substantiate reimbursement requests.

(F) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service website <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>.

- (G) The Grantee acknowledges that salary payments made to grant-funded staff shall be exclusively for the performance of work directly related to the grant. Compensation may include employee benefits such as paid time off and holidays, as provided for under the Grantee's established employment policies and salary packages. However, such salary and benefits must be proportionally applied to the staff's grant-related duties and documented accordingly.

XIX. CLOSEOUT

- (A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.
- (B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State claims against the Grantee.
- (C) The Grantee receiving advances shall refund to the State any payments in excess of the costs allowed by this Agreement, within 14 days of the State's demand. Monies (debts) which have been due and owing to the State for more than 180 days may be referred to the Michigan Department of Treasury for collection.
- (D) The Grantee has a right to request an administrative review of audit findings if they believe the findings contain errors or misrepresentations of performance data; contain errors or misrepresentations of financial expenditures; misapply regulations, policies, or grant agreement terms; fail to consider relevant supporting documentation provided by the grantee. Grantees must submit their request for an administrative review to mvaagrants@michigan.gov within 30 days of receiving their final audit from the State.

XX. CANCELLATION

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, or other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the Grantee for any further charges to the Agreement.

TERMINATION

This Agreement may be terminated by the State as follows:

- (A) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in

awarding, amending, or making any determinations related to the performance of this Agreement.

- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(B) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- f. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract.
- g. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification, or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees.
- h. Convicted under State or federal antitrust statutes.
- i. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity; or
- j. Added to the federal or state Suspension and Debarment list.

(C) If the Agreement is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

(D) The Grantee acknowledges that continuation of the Agreement is subject to appropriation or availability of funds for the grant. If funds are not appropriated or otherwise made available, the State must terminate the Agreement.

XXI. IRAN SANCTIONS ACT

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XXII. DISCLOSURE OF INFORMATION

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

PROJECT SPECIFIC REQUIREMENTS – APPENDIX A

PROJECT SCOPE

This grant program is designed to enhance the connection between Michigan veterans, eligible dependents, and survivors and the federal benefits they may be entitled but have not yet accessed. In alignment with the State's strategic objective to exceed the national average in federal benefit connection rates, the performance of this grant program will be monitored based on the success in increasing benefit connection outcomes. The Grantee is expected to implement targeted strategies that contribute to measurable improvements in the number of veterans, eligible dependents, and survivors to federal benefits. Please see Appendix C for the most recently published connection rates available through the National Center for Veterans Analysis and Statistics.

Allowable expenditures means any of the following:

- Payroll and salaries
- Staff onboarding and training
- Office space
- Information technology and equipment

Performance will be assessed based on the following key indicators:

- Number of new federal benefit claims initiated as a direct result of grant-funded activities.
- Number of federal benefit claims approved, linked to grant-funded activities.
- Percentage increase in county's federal benefit connection rates compared to the prior grant cycle or baseline data, where available.

The scope of the project is outlined in the Grantees approved Fiscal Year 2026 County Veteran Service Fund Grant Application.

GRANTEE REIMBURSEMENT

- (A) The Grant Amount shall not exceed the amount listed on page 1 and the Grantee will be reimbursed as specified below, not to exceed the actual costs incurred by the Grantee, which will, under no circumstances, exceed the Grant Amount.
- (B) Upon request by the Grantee and approval by the State Budget Office, the Grantee may receive an initial advance payment of \$50,000 or 50% of the total CVSF Grant award, whichever is less. The remaining balance or entire grant funding shall be disbursed on a reimbursement basis in accordance with program requirements.
- (C) All grant funds expended must be spent in accordance with this Agreement and grant scope. Costs that do not directly support this Agreement and scope are considered disallowable. If an item or service is not listed within this Agreement, it is considered disallowable and will be incurred at the expense of the Grantee. Please see Appendix B for more information.
- (D) The Grantee shall be solely responsible to pay all applicable taxes and fees on the purchase of goods, services, or equipment, if any, that arise from the Grantee's receipt or execution of this Agreement. However, allowable taxes and fees directly associated with payroll taxes and approved out-of-state travel expenses may be reimbursed when consistent with program guidelines and subject to prior approval.

For out-of-state travel-related costs, this includes, but is not limited to, taxes and fees applied to airfare, lodging (e.g., city, county, or state occupancy taxes), ground transportation, and rental vehicles. These taxes and fees must be directly tied to the authorized out-of-state travel activity and properly documented as part of the travel expense reimbursement request.

- (E) If applicable, at the end of the Fiscal Year (September 30, 2026), there are unspent funds remaining from the initial advance payment the Grantee will return the balance of those funds to the State upon demand.

GRANTEE REIMBURSEMENT PROCESS AND GRANTEE REPORTING REQUIREMENTS

(A) The Grantee will provide verification of funds spent down from the original advance, if applicable, and/or reimbursable expenditures with the Quarterly Reports in the form and format prescribed by the State. Examples of verification of expenditures include, but are not limited to, certified time sheets, itemized receipts, invoices, and proof of payment or other appropriate documentation to support and verify expenditures. Upon request, bank account records must be produced. Proper proof of payment includes:

- Bank copy of cleared check (front and back) or documents reflecting proof of payment/electronic funds transfer
- Detailed credit card receipt and statement showing payee, amount, date of payment
- Detailed receipt indicating item, service, date, and method of payment
- Financial institution system-generated report showing outlay of funds
- Internal financial system generated report showing outlay of funds (screenshots must show payee, amount, invoice reference, date)

(B) Receipt and Invoice requirements for General Goods and Services:

- Recipient/Sub-recipient Name
- Remittance Address
- Contact Name
- Period of Performance
- Invoice Date
- Due Date
- Itemized Goods/Services
- Description of additional charges (service delivery, taxes, etc.)

(C) A combination of supporting documents may be needed to substantiate all elements of the expense.

(D) All reporting and invoicing will be due as indicated below and shall be uploaded to the State's File Transfer Service link:

Reporting Period	Due Date
October 1 – December 31	January 10, 2026
January 1 – March 31	April 10, 2026
April 1 – June 30	July 10, 2026
July 1 – September 30	October 5, 2026

- All reports will be submitted in the form and format prescribed by the State.
- If the report's due date falls on a weekend or holiday, it will be due the last business day prior to the due date.
- Reports for the period July1 through September 30 are due by the end of day on October 5th due to accelerated year end closing deadlines.

(E) Failure to properly complete progress reports, activity reports, financial reports, and reimbursement requests may delay payments and/or result in termination of the grant agreement.

- (F) Travel rates, lodging, meals, and mileage reimbursement will be paid up to the allowable State of Michigan travel rates and in accordance with State of Michigan Standardized Travel Regulations, DMVA, and MVAA policy. Expenses above the State of Michigan rates will be the sole responsibility of the Grantee. Be cautious of using travel sites such as Expedia, if the site cannot provide a detailed invoice for hotel, airfare, or car, the expense will not be reimbursed.
- (G) Grant funds may not be used to support contracts, services, or purchases prior to October 1, 2025, or beyond September 30, 2026.
- (H) All purchases must be paid for no later than September 30, 2026, with the exception of payroll charged to the grant. The last day to submit requests for reimbursement is October 5, 2026. If the report's due date falls on a weekend or holiday, it will be due the last business day prior to the due date.

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As the Grantee, it is your responsibility to review the following reporting criteria and supply appropriate supporting documents as it applies to your grant.

Reports should be succinct and have all Personally Identifiable Information (PII) and Personal Health Information (PHI) redacted prior to submission.

	GRANTEE MUST HOLD PHYSICAL COPIES FOR 7 YRS. FROM DATE OF LAST CVSF GRANT PAYMENT	GRANTEE MUST INCLUDE WITH MONTHLY REPORTS
Training and Travel:		
Airline ticket receipt	X	X
Airline baggage fee receipt	X	X
Hotel Receipt (itemized for each traveler)	X	X
Receipts for transportation (such as tolls, parking, taxis, shuttles, ferries, and public transportation)	X	X
Mileage (if requesting reimbursement) proof (MapQuest or similar), to/from the destination is required if the mileage is being charged by the Grantee directly. If contracting with an outside transportation service, a map is not required.	X	X
Training/conference receipt (when applicable)	X	X
Agenda (when applicable)	X	X
Itemized Meal receipts (when applicable)	X	X
<i>Travel insurance is not a reimbursable expense.</i> <i>Air travel is limited to commercial coach fare only including taxes and fees. Additional costs incurred due to changing travel arrangements for the benefit of passenger preference is at the expense of the Grantee.</i> <i>Air travel must be at the lowest available airfare.</i> <i>Reimbursement of baggage for one piece of personal luggage is allowed; reimbursing overweight or additional baggage fees is not an allowable expense.</i>		
<i>The cost of transportation from the traveler's home or official workstation, whichever is closer, to and from a training, station or terminal is reimbursable.</i> <i>Mileage reimbursement for privately owned and Grantee-owned vehicles for business is based on actual miles traveled.</i> <i>Requests for fuel purchase will be denied (exception only for rental vehicles).</i> <i>Mileage reimbursement for privately owned vehicles may be reimbursable at the SoM premium rate. Local policy prevails, if less than SoM rates. Mileage reimbursement for Grantee-owned vehicles will be at the standard SoM mileage rate.</i>		
<i>If staying at a conference site, reimbursement will be made at the conference hotel rate including taxes and fees.</i> <i>Travelers are eligible for reimbursement for the day prior to the conference start date and the day after the conference ends.</i> <i>Hotel rates above SoM rates will be the sole responsibility of the Grantee unless approval is granted from the Grantor prior to the stay. Prior authorization includes submitting three quotes for hotels to the Grantor (showing the Grantee met the requirement of searching for the best rate) no less than two weeks prior to the stay.</i> <i>Reimbursement for actual costs of meals cannot exceed the applicable maximum published state rate including tax and gratuities.</i>		
Payroll of Grant Funded Positions:		
Time Certification Forms	X	X
Payroll Register/Journal	X	X
Paystubs/Individual Payroll Reports	X	X
Detailed individual payroll records for all staff charged to the grant	X	X
Information Technology and Equipment:		
Receipts for Supplies, Equipment Rentals, Equipment Purchases, Telephone/Cellular bills	X	X
Office Space		
Rental/Lease Agreement	X	
Invoices for Rent	X	X
Utility bills	X	X

PROJECT COMPLETION

The State will make the final payment or request that any unspent funds remaining from applicable advance payment be returned after the project is complete. Project completion means all of the following:

- (A) Obtain a PIV card by September 24, 2026, which will be verified by the State.
- (B) Must provide no less than 20 hours of veteran service operations per week.
- (C) The Grantee has submitted the final Financial Report, including all supporting financial documentation and all complete Progress and Activity Reports.

The State shall decide a project is completed based on all the following:

- (A) A review of the project file, including all Request for Payment forms, all supporting financial documentation, and all reports submitted by the Grantee, to verify that the requirements of this Agreement have been met and that the reimbursement amounts are correct.

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Purpose

To list common cost categories for Michigan Veterans Affairs Agency's (MVAA) grant programs and provide guidance on whether they are allowable or unallowable. This section is not intended to be all-inclusive. If grantees have questions after reviewing this section they should contact the applicable Grant Analyst.

Definitions

Allowable Costs: Charges incurred by a MVAA grantee that are consistent with State of Michigan legislation and the guidelines established in the grant agreement. Therefore, these charges can be reimbursed when provided in an approved application/budget, serve programmatic intent and are reasonable/allocable (CFR Part 200, Subpart E).

Unallowable Costs: Charges incurred by a MVAA grantee that don't meet the criteria established by State of Michigan legislation or the grant agreement. Therefore, these charges cannot be reimbursed.

Reasonable Costs: A cost is reasonable if it does not exceed an amount that a prudent person would incur under the circumstances prevailing when the decision was made to incur the cost (refer to Page X for determining the reasonableness of a given cost).

Allocable Costs: A cost is allocable to an award or other cost objective if the cost is assignable to that award or in accordance with relative benefits received (refer to Page X for determining if a cost is allocable).

ALLOWABILITY OF COSTS & ACTIVITIES		
Cost Category	Affected MVAA Grant Program(s)	Explanation of Allowable Costs
Advertising & Marketing	SVSPG	Allowable for radio, newspaper, television, direct mail, billboards or electronic/computer transmittals.
Air Travel	CVSF/SVSPG	Allowable when in travel status in support of an allowable expense, consistent with Department of Technology, Management and Budget's (DTMB) Standardized Travel Regulations (STR) for the current Fiscal Year (FY), Department of Military and Veterans Affairs' (DMVA) Travel Policy, and at the lowest rate available.
Alcoholic Beverages	All	Unallowable
Apparel	All	Unallowable
Bonuses	All	Unallowable
Buildings and Land Construction	MIWHPG	Allowable for the acquisition of buildings or land to make improvements, modifications, replacements, renovations or alterations to an existing building. This also includes construction and construction related materials such as wood, nails, concrete, asphalt, roofing, gravel, sand, paint, insulation, drywall or plumbing.
Business/Travel Insurance	All	Unallowable
Conferences	CVSF/SVSPG	Allowable if the conference fulfills the purpose of a grant program's legislated purpose. Allowable conference costs may include rental of facilities, speakers' fees, costs of meals (see meals for restrictions), refreshments, local transportation and registration fees. If renting a building or room for training, the grantee should use the most cost-effective facility.
Contractual/Consulting/Professional Services	SVSPG/MIWHPG	Allowable in an approved application/budget.
Contributions or Donations	All	Unallowable
Dues or Memberships Fees	CVSF/SVSPG	Allowable for veteran service organizations accreditation status when in an approved application/budget. Unallowable for civic or community organizations.
Entertainment	All	Unallowable including amusement, diversion and social activities (e.g., bands, dance groups, tickets to shows).
Fees	SVSPG/MIWHPG	Allowable for Emergency Services only (e.g., late fees, fees associated with delinquent taxes for approved initiatives).
Fines or Legal Settlements	All	Unallowable
Food Cards/Vouchers	All	Unallowable
Fringe Benefits	All	Allowable to include, but not limited to, the costs of annual/personal or sick leave, holidays, employee insurance, and unemployment benefits.
Fuel	CVSF/SVSPG	Allowable for rental vehicles only.
Fundraising	All	Unallowable
Furniture	MIWHPG	Allowable in an approved application/budget for office use or to furnish permanent or temporary shelter (e.g., desks, desk chairs, tables, beds, dressers).
Gas Cards	All	Unallowable
Gifts or Prizes	All	Unallowable
Legal Services	All	Unallowable
Lobbying	All	Unallowable
Lodging	CVSF/SVSPG	Allowable when in travel status in support of an allowable expense, consistent with DTMB's STR's for the current Fiscal Year (FY), and reasonable.
Lottery	All	Unallowable
Maintenance and Repair Costs	SVSPG/MIWHPG	Allowable for Emergency Services in an approved application/budget.
Meals	CVSF/SVSPG	Allowable for meals consumed while in travel status and consistent with DTMB's STR's established meal reimbursement rates for the current FY and DMVA's Travel Policy. Unallowable for meals consumed while not in travel status and/or amounts exceeding DTMB's STR's established meal reimbursement rates for the current FY, grocery items (e.g., loaf of bread, lunch meat, lettuce, mayonnaise and mustard to make a "meal").
Meal Tips	CVSF/SVSPG	Allowable with sit-down meals. Maximum 20%. Unallowable on take-out or at fast food restaurants.
Mileage	CVSF/SVSPG	Allowable for organizational or privately owned vehicles for business, based on actual miles traveled consistent with DTMB's STR, local policy prevails. Unallowable between home and official or remote work locations.
Office Equipment	All	Allowable for purchase or rent, the rental agreement must terminate at the end of the grant cycle (e.g., copiers, computers, laptops.) If replacing equipment previously purchased with the grant, greater than \$5,000, a depreciation schedule must be submitted to demonstrate the equipment has surpassed its useful lifespan.
Office Rent/Lease	CVSF	Allowable
Office Supplies	SVSPG/MIWHPG	Allowable
Organizational Cell Phones	All	Allowable
Payroll Taxes	All	Allowable
Per Diems	CVSF	Allowable for applicable staff attending committee meetings in an approved application/budget.
Pre/Post-Award Costs	All	Unallowable for expenses incurred outside of the grant cycle.
Printing and Publications	SVSPG/MIWHPG	Allowable for informational brochures, flyers, manuals and publications relating to an approved project.
Promotional Items	SVSPG	Allowable for marketing activities directly related to the funded project (e.g., signs, table tents, t-shirts, hats, coasters).
Recreational Therapy	All	Unallowable
Rent/Mortgage Assistance	MIWHPG	Allowable
Salaries & Wages	All	Allowable as part of employee compensation for personnel services in relation to the amount of time an employee devotes to the grant-supported project/program. Unallowable for staff who devote time to activities that do not meet the legislated intent of the grant program.
Sales Tax	All	Unallowable
Service/Emotional Support Animals	All	Unallowable
Service Charges	All	Allowable for charges that are unavoidable (e.g., credit card processing fee)
Snacks/Refreshments	All	Allowable consistent with DMVA's Group Meetings Policy.
Software Licenses	CVSF/SVSPG	Allowable
Sponsorships	All	Unallowable
Stipends	All	Unallowable
Tobacco	All	Unallowable
Training	CVSF/SVSPG	Allowable when meeting the legislative intent of the grant program and in an approved application/budget.
Transportation Services	All	Unallowable
Travel	CVSF/SVSPG	Allowable when in travel status in support of an allowable expense, consistent with DTMB's STR's for the current FY, and reasonable.
Utility Assistance	MIWHPG	Allowable for Emergency Services in an approved application/budget.
Vehicles	All	Allowable to rent while in travel status. Unallowable to purchase.
Warranties	All	Unallowable

	Region	FY23 Receiving Disability Comp	FY23 Vet Population	% Receiving Disability Comp
ALGER	1	267	835	32.0%
BARAGA	1	281	622	45.2%
CHAPPEWA	1	1,019	2,982	34.2%
DELTA	1	1,298	3,137	41.4%
DICKINSON	1	977	2,091	46.7%
GOGEBIC	1	380	1,404	27.1%
HOUGHTON	1	1,047	2,203	47.5%
IRON	1	436	986	44.2%
KEWEENAW	1	123	216	57.1%
LUCE	1	156	496	31.5%
MACKINAC	1	310	924	33.5%
MARQUETTE	1	2,070	5,301	39.0%
MENOMINEE	1	578	1,958	29.5%
ONTONAGON	1	319	688	46.3%
SCHOOLCRAFT	1	285	655	43.5%
	Total	9,546	24,498	39.0%
ANTRIM	2	492	1,881	26.2%
BENZIE	2	424	1,377	30.8%
CHARLEVOIX	2	451	1,807	25.0%
EMMET	2	573	2,183	26.2%
GRAND TRAVERSE	2	1,547	6,028	25.7%
KALKASKA	2	396	1,514	26.2%
LEELANAU	2	371	1,311	28.3%
MAMSYEE	2	528	2,022	26.1%
MISSAUMEE	2	266	1,025	26.0%
WEXFORD	2	685	2,582	26.5%
	Total	5,733	21,731	26.4%
ALCONA	3	347	1,208	28.7%
ALPENA	3	646	2,306	28.0%
CHEBOYGAN	3	637	2,237	28.5%
CRAWFORD	3	477	1,384	34.5%
IOSCO	3	789	2,868	27.5%
MONTMORENCY	3	348	981	35.5%
OGEMAW	3	520	1,720	30.2%
OSCODA	3	236	855	27.6%
OTSEGO	3	622	1,975	31.5%
PRESQUE ISLE	3	387	1,250	31.0%
ROSCOMMON	3	684	2,731	25.0%
	Total	5,693	19,514	29.2%
ALLEGAN	4	1,234	5,064	24.4%
BARRY	4	930	3,638	25.6%
IOUA	4	794	3,516	22.6%
KENT	4	5,684	28,744	19.8%
LAKE	4	289	1,191	24.3%
MASON	4	520	2,117	24.6%
MECOSTA	4	713	2,607	27.4%
MONTCALM	4	1,010	3,876	26.1%
MUSKEGON	4	2,608	11,508	22.7%
NEWAYGO	4	927	3,572	26.0%
OCEANA	4	488	1,804	27.1%
OSCEOLA	4	484	1,907	25.4%
OTTAWA	4	2,659	11,705	22.7%
	Total	18,340	81,248	22.6%
AREHAC	5	331	1,059	31.3%
BAY	5	1,954	6,309	31.0%
CLARE	5	783	2,737	28.6%
GLADWIN	5	609	2,139	28.5%
GRATOT	5	696	2,182	31.9%
ISABELLA	5	845	3,211	26.3%
MIDLAND	5	1,614	4,555	35.4%
SAGINAW	5	3,031	10,848	27.9%
	Total	9,863	33,040	29.9%
GENESEE	6	5,443	23,181	23.5%
HURON	6	550	2,122	25.9%
LAPEER	6	1,539	5,032	30.6%
SAHLAC	6	657	2,551	25.8%
SHAWASSEE	6	1,193	4,265	28.0%
ST. CLAIR	6	3,092	9,988	31.0%
TUSCOLA	6	1,189	3,261	36.5%
	Total	13,663	50,400	27.1%
CLINTON	7	934	4,235	22.1%
EATON	7	1,620	6,765	23.9%
INGHAM	7	2,647	12,631	21.0%
	Total	5,201	23,632	22.0%
BERRIEN	8	1,661	8,444	22.0%
BRANCH	8	603	2,452	24.6%
CALHOUN	8	2,486	9,005	27.6%
CASS	8	740	3,194	23.2%
KALAMAZOO	8	2,691	12,566	21.4%
ST. JOSEPH	8	696	3,582	19.4%
VAN BUREN	8	1,012	4,173	24.3%
	Total	10,089	43,416	23.2%
HILLSDALE	9	723	2,811	25.7%
JACKSON	9	2,181	9,327	23.4%
LENAWEE	9	1,580	5,723	27.3%
LIVINGSTON	9	2,889	9,418	30.5%
MONROE	9	2,251	8,860	25.5%
WASHTENAW	9	3,071	13,450	22.8%
	Total	12,665	49,590	25.5%
MACOMB	10	9,897	41,547	23.8%
OAKLAND	10	10,514	49,575	21.2%
WAYNE	10	15,987	78,567	20.3%
	Total	36,398	169,689	21.4%
Michigan Total		127,191	516,758	24.6%

Monroe County Office Of Community Corrections

Holly Flint, Coordinator
125 E. 2nd, Monroe, MI 48161
Telephone: (734) 240-7115



Kim Faison, Assist. Coordinator
125 E. 2nd, Monroe, MI 48161
Telephone: (734) 240-7110

October 21, 2025

Mr. David Vensel, Chairman
Monroe County Board Of Commissioners
125 East Second Street
Monroe, MI 48161

Re: Request to Accept FY 2026 Community Corrections Grant

Dear Chairman Vensel and Members of the Board:

At the Regular Meeting of the Board of Commissioners held on May 6, 2025 the Board approved the Community Corrections Advisory Board's (CCAB) request for approval to submit the FY 2026 Community Corrections Grant Application to the State Office of Community Corrections.

On October 14, 2025, the State Office of Community Corrections Board approved the recommended proposed award for Monroe County, \$295,500.00. The recommended proposal is attached. The grant award will provide funding for associated administrative costs and eight (8) programs for Monroe County's felony population. Programs includes; Cognitive Behavioral Therapy, Intensive Outpatient Treatment, Hope, Healing and Recovery Dialectical Behavioral Therapy (DBT), Sex Offender Treatment, Employment Readiness Training, Trauma, Recovery and Empowerment Treatment (DBT), Opioid/Meth. Specific Treatment (at TRICAP in Saginaw) and Pretrial Risk Assessment.

The total local share for fiscal year 2026 will be approximately \$135,512, with 25% (\$33,878) included in the current 2025 budget, account # 101-35140. The remaining 75% (\$101,634) is requested for coverage in the 2026 budget.

The CCAB approved the acceptance of the grant funding on Tuesday, October 21, 2025, and respectfully requests the Board of Commissioners accept the grant funding as outlined and authorize the additional expenditures under this grant.

Thank you for your continued support of Monroe County Community Corrections and for your consideration in accepting the grant award.

Holly Flint
Community Corrections Coordinator



Monroe County Board of Commissioners

Monroe County Courthouse

125 East Second Street — Monroe, Michigan 48161-2197

Telephone: 734.240.7003 — Fax: 734.240.7004

David Vensel, Chairman — J. Henry Lievens, Vice-Chairman

Grace Drewior, Deputy Clerk/Administrative Assistant

May 7, 2025

Via Electronic Mail Transmission

Ms. Holly Flint
Community Corrections Coordinator
Monroe, MI 48161

Dear Ms. Flint:

At a Regular Meeting of the Monroe County Board of Commissioners held on Tuesday, May 6, 2025, the Board accepted the communication and approved the submission of an application for the FY2026 Community Corrections Grant in the amount of \$365,850.83. The county contribution will be determined based on grant award and expected to be approximately \$137,986.00. The county's match is included in the 2025 budget.

Sincerely,

Grace Drewior
Deputy Clerk/Administrative Assistant
Monroe County Board of Commissioners



PROPOSAL TO THE STATE ADVISORY BOARD OF COMMUNITY CORRECTIONS – FY 2026

CCAB:	Monroe County
CCAB Contact:	Holly Flint
CCAB Chair:	Honorable William Nichols
Member Counties / Cities & Approval Date(s):	CCAB: April 29, 2025 BOC: May 5, 2025
Assigned OCC Specialist:	Molly Maynard
State Board Review Date:	October 14, 2025

I. FELONY DISPOSITIONAL & PRETRIAL DATA ANALYSIS FOR THE PREVIOUS TWO FISCAL YEARS*

*Due to MDOC's software transition from OMNI to COMS, full year FY 2023 data is not available; therefore, data used is 10/1/2022 – 7/31/2023. FY 2024 PVT and PVNS data is not available. Pretrial data is limited to FY 2024 only and is based on data reported by PA-511 funded CCABs.

Statewide Rates	FY 2023*	FY 2024
Overall PCR	19.4%	18.8%
<i>Group 2</i>	13.2%	12.8%
Straddle Cell PCR	21.0%	21.6%
<i>Group 2</i>	20.5%	21.1%
PV Technical Rate	6.7%	Not available
PV New Sentence Rate	13.9%	Not available
Pretrial Appearance Rate	N/A	91.0%
Pretrial Public Safety Rate	N/A	96.0%

CCAB Rates	FY 2023*	FY 2024
Projected:		
<i>Overall PCR</i>	Decrease the PCR to 21%.	Decrease the overall PCR to 21.3%, a 3% decrease from the average PCR over the last 4 years of 22%.
<i>PV New Sentence PCR</i>	Reduce the probation recidivism to 16% or less for all prison dispositions.	Reduce the probation violation recidivism rate for those with a new sentence to 19% for all prison dispositions.
<i>Pretrial Appearance Rate</i>		Maintain a court appearance rate of 89.9% or higher.
<i>Pretrial Public Safety Rate</i>		Maintain a public safety rate of 91.2% or higher.
Actual:	☐ Includes ☐ Excludes Prisoner Status	☒ Includes ☐ Excludes Prisoner Status
Overall PCR	20.1%- 81 prison out of 403 felony dispositions	18.1%- 60 prison out of 332 felony dispositions



PROPOSAL TO THE STATE ADVISORY BOARD OF COMMUNITY CORRECTIONS – FY 2026

<i>Group 2</i>	16.2%- 37 prison out of 229 felony dispositions	12.3%- 26 prison out of 211 felony dispositions
Straddle Cell PCR	21.0%- 25 prison out of 119 felony dispositions	15.2%- 17 prison out of 112 felony dispositions
<i>Group 2</i>	8.2%- 5 prison out of 61 felony dispositions	13.2%- 10 prison out of 76 felony dispositions
PV Technical Rate	21%- 17 of the 81 prison dispositions were PV-techs	Not available
PV New Sentence Rate	19.8%- 16 of the 81 prison dispositions were Probation Violators New Sentence	Not available
Pretrial Appearance Rate		95.6%
Pretrial Public Safety Rate		94.7%

II. CCAB PROPOSED KEY OBJECTIVES FOR FY 2026

The County/Region identifies the following Key Objectives for FY 2026:

- 1. Key Objective – Reduce the overall PCR from 18.1% to 17.6%**
 - a. *Proposed P.A. 511 funded programs intended to support this objective: (B15) Employment Readiness, (C01) Male Cognitive Behavioral program, (C06) Sex Offender program, (G18) IOP, (G18) Hope Healing and Recovery, (G18) TREM, and (G18) OMSP.*
 - b. *Proposed non-P.A. 511 funded programs intended to support this objective: Treatment court programs, CMH services, SUD treatment, transitional housing, CRS, and GED services.*
- 2. Key Objective – Increase the appearance rate from 95.6% to 96.5%.**
- 3. Key Objective – Increase the public safety rate from 94.7% to 95.5%.**
 - a. *Proposed P.A. 511 funded programs intended to support this objective: (F22) Pretrial Assessment*
 - b. *Proposed non-P.A. 511 funded programs intended to support this objective: EMS, Treatment Courts, Indigent Defense, CMH, SUD service providers, Housing and residential services, and GED education services.*

III. TARGETING CRIMINOGENIC NEEDS OF LOCAL PROBATIONERS

Utilizing COMPAS Criminogenic Needs Data provided by MDOC for FY 2024, the County/Region identifies the following Top 3 Criminogenic Needs among felony probationers:

1. Substance abuse
2. Criminal personality
3. Vocational/ educational

The programs intended to impact these needs are as follows: (B15) Employment services, (C01) cognitive programming, (G18) OMSP, (G18) IOP, (G18) TREM, and (G18) Hope Healing and Recovery. The community funds the following services: Treatment court programs, CMH services, SUD treatment, transitional housing, CRS, and GED services.

IV. STATE OFFICE OF COMMUNITY CORRECTIONS ASSESSMENT

A. CCAB Comprehensive Corrections Plan – Impact Analysis and Recommendations

The proposed plan addresses both the sentenced felon and pretrial population with the utilization of evidence-based practices. The plan works to impact the State Board's priorities, while providing necessary treatment and services. It



PROPOSAL TO THE STATE ADVISORY BOARD OF COMMUNITY CORRECTIONS – FY 2026

includes objectives that provides alternatives to jail or prison and focuses on reducing the PCR for straddle cell offenders, increasing residential program enrollments, and increasing efforts with the probation violator population. Throughout the previous fiscal year, the county responded to needs in the community by providing specific SUD treatment to those facing opiate and methamphetamine addiction (OSMP) and trauma (Male TREM) in the male population. The County is encouraged to prioritize funding needs by reviewing its gaps in services, utilization and locations of programming. It is recommended to the State Board to conditionally support the County's comprehensive plan.

B. Contractual Conditions

1. FY 2026 recommended CPS award: **\$295,500**. The total administration line item cannot exceed 30% of the total award amount. The County/Region must complete a Budget Adjustment Request and submit a revised budget at the time of the submission of the signed contract indicating the funding allocation per line item for the following programs: *B15) Employment Readiness, (C01) Male Cognitive Behavioral program, (C06) Sex Offender program, (G18) IOP, (G18) Hope Healing and Recovery, (G18) TREM, (G18) OMSP, and (F22) Pretrial Assessment*. If these changes impact your projected new enrollments, the County/Region must submit revised enrollment information to your assigned Community Corrections Specialist for review and approval.

Program Cost Descriptions

Program Cost Descriptions

CCAB Name

Monroe County
Position

Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Coordinator	Holly Flint	Salaried		\$79,896.00	58.0%	\$73,359.00	0.0%		\$46,339.68
Title	Name	Hourly or Salaried?	Hourly Wage	Salary	% of salary charged to grant	Fringe Total	% of fringe charged to grant	Total hours charged to grant	Total
Assist. Coord.	Kim Fasion	Hourly	\$26.81		%	\$2,527.96	0.0%	0	\$0.00

Position Description

Total Position
Job Descriptions Coord and Assist..pdf
\$46,339.68

Program Code	% of Time	Total CPS	Local/Other	Fee Revenue
Administration	100.0%	\$46,339.68	\$135,512.00	\$0.00
Totals	100.0%	\$46,339.68	\$135,512.00	\$0.00

Contractual Services
Contract

Name of Provider	Services Provided	Terms of Reimbursement
SAHL	Intensive Outpatient	\$100 per assessment, \$45 per person per group session, \$1500 for workbooks

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$70,160.00	\$0.00	\$0.00	\$70,160.00
Totals	\$70,160.00	\$0.00	\$0.00	\$70,160.00

Contract

Name of Provider	Services Provided	Terms of Reimbursement
Michigan Works	Job Coaching, Employability Skills	\$75 per person per community workshop, \$125 per in-jail group or \$25 per person when < 3, Supportive Services \$100 max and \$100 gas card per month after 1 month of employment

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
B15	\$23,750.00	\$0.00	\$0.00	\$23,750.00
Totals	\$23,750.00	\$0.00	\$0.00	\$23,750.00

Contract

Name of Provider	Services Provided	Terms of Reimbursement
Kristy Henry	Dialectical Behavior Therapy	\$125 per individual session , \$50 per person per group session

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$61,650.00	\$0.00	\$0.00	\$61,650.00
Totals	\$61,650.00	\$0.00	\$0.00	\$61,650.00

Contract

Name of Provider	Services Provided	Terms of Reimbursement
Kristy Henry	Sex Offender Treatment	\$125 per person per assessment and session, (12 sessions/6 relapse prevention sessions for VOPs)

Funding Sources & Cost Allocation

Community Corrections Plan and Application		Monroe County CCAB-CCP-2026-00008		Monroe County CCAB
Program Code	CPS	Local/Other	Fee Renevue	Total
C06	\$11,750.00	\$0.00	\$0.00	\$11,750.00
Totals	\$11,750.00	\$0.00	\$0.00	\$11,750.00
Contract Name of Provider	Services Provided		Terms of Reimbursement	
Kristy Henry	Cognitive Behavioral Therapy		\$40 per person per session	
Funding Sources & Cost Allocation				
Program Code	CPS	Local/Other	Fee Renevue	Total
C01	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Totals	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Contract Name of Provider	Services Provided		Terms of Reimbursement	
Catholic Charities	Trauma Treatment		\$100 per assessment, \$50 per person per group session	
Funding Sources & Cost Allocation				
Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$10,100.00	\$0.00	\$0.00	\$10,100.00
Totals	\$10,100.00	\$0.00	\$0.00	\$10,100.00
Contract Name of Provider	Services Provided		Terms of Reimbursement	
1st District Court Probation	Pretrial Services		\$25 per PRAXIS	
Funding Sources & Cost Allocation				
Program Code	CPS	Local/Other	Fee Renevue	Total
F22	\$16,875.00	\$0.00	\$0.00	\$16,875.00

Totals	\$16,875.00	\$0.00	\$0.00	\$16,875.00
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Contract			
Name of Provider	Services Provided	Terms of Reimbursement	
TRICAP	Opioid/Meth. Specific Treatment	\$125 per assessment, \$35 per group session and per individual session	

Funding Sources & Cost Allocation

Program Code	CPS	Local/Other	Fee Renevue	Total
G18	\$19,000.00	\$0.00	\$0.00	\$19,000.00
Totals	\$19,000.00	\$0.00	\$0.00	\$19,000.00
	Total CPS	Local/Other	Fee Renevue	Total
All Contract Totals	\$243,285.00	\$0.00	\$0.00	\$243,285.00

Equipment	CPS	Local/Other	Fee Renevue	Total	Description
	\$0.00	\$0.00	\$0.00	\$0.00	
Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Supplies	CPS	Local/Other	Fee Renevue	Total	Description
Administration	\$800.00	\$0.00	\$0.00	\$800.00	Copy paper, toner, office supplies, computer accessories
Totals	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00

Travel	CPS	Local/Other	Fee Renevue	Total	Description
Administration	\$800.00	\$0.00	\$0.00	\$800.00	Mileage, parking, food to related to travel

Totals	\$800.00	\$0.00	\$0.00	\$800.00
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Training					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	\$400.00	\$0.00	\$0.00	\$400.00	Training Fees
Totals	\$400.00	\$0.00	\$0.00	\$400.00	

Board Expenses					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	\$300.00	\$0.00	\$0.00	\$300.00	Printing, meeting material
Totals	\$300.00	\$0.00	\$0.00	\$300.00	

Other					
Program Code	CPS	Local/Other	Fee Renevue	Total	Description
Administration	\$3,575.32	\$0.00	\$0.00	\$3,575.32	Software Lic. Fee, Payroll services, telephone, Advert. Promo
Totals	\$3,575.32	\$0.00	\$0.00	\$3,575.32	

Proposal

Proposal

CCAB Name

Monroe County

Program	Program Code	Originally Requested	Funding Request
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Group-Based Programs

Education	B00		\$0.00
Employment	B15		\$23,750.00
Cognitive	C01		\$30,000.00
Domestic Violence	C05		\$0.00
Sex Offender	C06		\$11,750.00
Outpatient Services	G18		\$160,910.00
Sub-Total			\$226,410.00

Supervision Programs

Pretrial Supervision	F23		\$0.00
Sub-Total			\$0.00

Assessment Services

Actuarial Assessment	I22		\$0.00
Pretrial Assessment	F22		\$16,875.00
Sub-Total			\$16,875.00

Case Management	I24		\$0.00
Susbtance Abuse Testing	G17		\$0.00
Other	Z00		\$0.00
5 Day Housing	Z02		\$0.00
Program Total			\$243,285.00

Administration

Salary & Wages			\$46,339.68
Contractual Services			\$0.00
Equipment			\$0.00
Supplies			\$800.00
Travel			\$800.00
Training			\$400.00
Board Expenses			\$300.00
Other			\$3,575.32
Administration Total			\$52,215.00

Total Funding Request**\$295,500.00**

Reserved Funding	Approved Funding	Applied Admin %	Approved Admin %
		17.67	17.67

Community Corrections Grant

		2026	2026	
		County Share	Grant	Totals
101-35140-705000	SALARIES AND WAGES	\$ 33,556.32	\$ 46,339.68	\$ 79,896.00
101-35140-707100	PART TIME EMPLOYEES	\$ 26,543.00	\$ -	\$ 26,543.00
101-35140-715000	SOCIAL SECURITY	\$ 8,144.00	\$ -	\$ 8,144.00
101-35140-716000	EMPLOYERS-RETIREMENT	\$ 35,568.00	\$ -	\$ 35,568.00
101-35140-716010	EMPLOYERS-RET HEALTH CARE	\$ 4,238.00	\$ -	\$ 4,238.00
101-35140-717000	UNEMPLOYMENT INSURANCE	\$ 105.00	\$ -	\$ 105.00
101-35140-718000	WORKERS COMPENSATION INSURANCE	\$ 3,029.00	\$ -	\$ 3,029.00
101-35140-719000	HEALTH INSURANCE	\$ 21,661.00	\$ -	\$ 21,661.00
101-35140-720000	LIFE INSURANCE	\$ 83.00	\$ -	\$ 83.00
101-35140-721000	OPTICAL INSURANCE	\$ 226.00	\$ -	\$ 226.00
101-35140-722000	DENTAL INSURANCE	\$ 1,263.00	\$ -	\$ 1,263.00
101-35140-723000	DISABILITY INSURANCE	\$ 546.00	\$ -	\$ 546.00
101-35140-725000	ACCRUED WAGES AND FRINGES	\$ -	\$ -	\$ -
101-35140-728000	OFFICE SUPPLIES	\$ -	\$ 800.00	\$ 800.00
101-35140-731000	COMPUTER & DATA PROC SUPPLIES	\$ -	\$ 200.00	\$ 200.00
101-35140-801040	CONTRACTUAL SUPPORT SERVICES	\$ -	\$ 5,000.00	\$ 5,000.00
101-35140-801100	CONTRACTUAL OUTPATIENT SERVICE	\$ -	\$ 160,910.00	\$ 160,910.00
101-35140-801104	CONTRACTUAL-PRE-TRIAL SERVICES	\$ -	\$ 16,875.00	\$ 16,875.00
101-35140-801110	CONTR SERV-MENTAL HEALTH	\$ -	\$ 11,750.00	\$ 11,750.00
101-35140-801220	CONTR SERV-JOB SEEKING SKILLS	\$ -	\$ 15,000.00	\$ 15,000.00
101-35140-801221	CONTR SERV-JOB TRAINING	\$ -	\$ 3,750.00	\$ 3,750.00
101-35140-814015	SOFTWARE LIC. FEE	\$ -	\$ 350.00	\$ 350.00
101-35140-814016	PAYROLL SERVICES	\$ 549.68	\$ 50.32	\$ 600.00
101-35140-851000	TELEPHONE	\$ -	\$ 364.00	\$ 364.00
101-35140-851010	CELLULAR TELEPHONE	\$ -	\$ 786.00	\$ 786.00
101-35140-861000	TRAVEL	\$ -	\$ 800.00	\$ 800.00
101-35140-900000	PRINTING AND IMAGING	\$ -	\$ 50.00	\$ 50.00
101-35140-902000	ADVERTISING & PROMO SUPPLIES	\$ -	\$ 300.00	\$ 300.00
101-35140-958000	TRAINING AND SEMINARS	\$ -	\$ 400.00	\$ 400.00
101-35140-958400	EDUCATION-COGNITIVE CHANGE	\$ -	\$ 30,000.00	\$ 30,000.00
101-35140-960001	GENERAL LIABILITY INSURANCE	\$ -	\$ 1,775.00	\$ 1,775.00
TOTAL		\$ 135,512.00	\$ 295,500.00	\$ 431,012.00



MONROE COUNTY CENTRAL DISPATCH

9-1-1 District Board

987 S. Raisinville Rd. • Monroe Michigan 48161-2164

9-1-1 • Police • Fire / Rescue • EMS

October 17, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 East Second Street
Monroe, MI 48161

Re: Reinstated Inter Governmental Communication Tower Site Agreement (Lucas County and Monroe County)

Dear Chairman Vensel and Members of the Board:

In 2008 Monroe County and Lucas County entered into an Inter Governmental Communication Tower Site Agreement. The agreement allows for Monroe County to co-locate its 800 MHz public safety radio communications equipment at the Lucas County communication site located at Toledo Fire Station #18, 5221 Lewis Avenue, Toledo, Ohio 43612 for the purposes of enhanced radio communication in the southern part of Monroe County. The 2008 agreement has since expired.

A reinstated agreement is necessary to continue with today's enhanced radio communications in the southern part of Monroe County. In exchange for use of the Lucas County communication site, Monroe County will share fifty percent (50%) of certain utility, maintenance, and tower inspection costs outlined in the proposed Agreement. It should be noted that maintenance and tower inspection fees were part of the original agreement.

At the 911 Board meeting held on September 23, 2025, the Members voted unanimously on a Motion made by Dale Williams, supported by Dr. Dan Kemple, to move forward with the proposed Reinstatement of the Inter Governmental Communication Tower Site Agreement with Lucas County.

At this time, I respectfully request this Board consider the attached Resolution pertaining to the Reinstated Inter Governmental Communication Tower Site Agreement to allow for the continued co-location of the County radio system equipment.

Sincerely,

A handwritten signature in cursive script that reads "Donna L. Kutí".

Donna L. Kutí, Director
Monroe County Central Dispatch

Enclosures: Proposed Reinstated Inter Governmental Communication Tower Site Agreement
Proposed Resolution

cc: Sheriff Troy Goodnough, 9-1-1 Board Chairman

MISSION STATEMENT

"To coordinate Law-Enforcement, Fire, and EMS emergency service requests in Monroe County for the safety and protection of our citizens and public safety providers. Through our actions, we help save lives, protect property, assist the public in their time of need and proudly know that we made a difference."

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE COUNTY OF MONROE**

**REINSTATED INTER GOVERNMENTAL
COMMUNICATION TOWER SITE AGREEMENT
(Lucas County and Monroe County)**

WHEREAS, on April 2, 2008 the County of Monroe (“County”) entered into an Inter-Governmental Tower Use Agreement with Lucas County for the shared use and associated utility and tower inspection costs of the existing Lucas County tower and equipment shelter located at Toledo Fire Station #18 at 5221 Lewis Avenue to enhance radio coverage in the southern part of Monroe County.

WHEREAS, the original agreement term of five years plus two (2) additional five-year renewal options have expired.

WHEREAS, the County wishes to reinstate the Inter-Governmental Communications Tower Site Agreement with Lucas County for the continued use of the existing Lucas County Tower and equipment shelter located at Toledo Fire Station #18, and designated utility, maintenance and tower costs, to provide continued radio coverage in southern Monroe County.

WHEREAS, the County has prepared a new replacement agreement titled “REINSTATED INTER GOVERNMENTAL COMMUNICATION TOWER SITE AGREEMENT (Lucas County and Monroe County)” for entry with Lucas County to continue their relationship to provide for enhanced radio coverage within Monroe County.

NOW THEREFORE, to continue enhanced radio coverage within the southern part of Monroe County:

IT IS HEREBY RESOLVED that the County of Monroe enter into the above referenced REINSTATED INTER GOVERNMENTAL COMMUNICATION TOWER SITE AGREEMENT with Lucas County, and the Chairman of the Monroe County Board of Commissioners is hereby directed and authorized to execute and cause such Agreement to be delivered to Lucas County on behalf of the County of Monroe.

This Resolution was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe County, Michigan, by a vote of a majority of the membership of the County Board of Commissioners, on the _____ day of _____, 2025.

Resolution offered by Commissioner _____, supported by Commissioner _____.

A Roll Call Vote Was Taken As Follows:

YES:

NO:

ABSTAIN:

The Resolution Was Declared Adopted.

David Vensel, Chairman
Monroe County Board of Commissioners

ATTEST:

Annamarie Osment, Monroe County Clerk



MONROE COUNTY CENTRAL DISPATCH

9-1-1 District Board

987 S. Raisinville Rd. • Monroe Michigan 48161-2164

9-1-1 • Police • Fire / Rescue • EMS

October 17, 2025

Mr. David Vensel, Chairman
Monroe County Board of Commissioners
125 East Second Street
Monroe, MI 48161

Re: Integration Agreement between the County of Monroe and the Michigan's Public Safety Communications System (MPSCS) – Part II

Dear Chairman Vensel and Members of the Board:

In December 2004 Monroe County entered into an Integration Agreement for enhanced radio system communications with the State of Michigan, by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS). The 2004 agreement had a term of 10 years and has since expired.

To continue its participation with the Michigan Public Safety Communications System, it is necessary for the County of Monroe to enter into a new replacement agreement. The new replacement agreement has two parts both of which are approved through separate resolution.

On October 15, 2024 the Board adopted the Resolution to enter into Part I of the PUBLIC SAFETY COMMUNICATIONS SYSTEM AMENDED INTEGRATION AGREEMENT - Pre-Integration Agreement which is attached herein for your reference. Part II of the Agreement outlines preventative maintenance of the integrated tower sites, addresses cyber incidents and physical security breaches, as well as decommissioned equipment.

At the 911 Board meeting held on September 23, 2025, the Members voted unanimously on a Motion made by Deputy Chief Randy Sehl, supported by Commissioner Hoffman, to accept Part II of the Integration Agreement between the County of Monroe and the MPSCS.

At this time, I respectfully request this Board consider the attached Resolution pertaining to the Part II – Amended and Restated Final Integration Agreement to allow for the continued integration of the County radio system and the MPSCS.

Sincerely,

A handwritten signature in cursive script that reads "Donna L. Kutti".

Donna L. Kutti, Director
Monroe County Central Dispatch

Enclosures: MPSCS Amended Integration Agreement – Part I, approved 10/15/2024
Proposed MPSCS Amended and Restated Final Integration Agreement – Part II
Proposed Resolution

cc: Sheriff Troy Goodnough, 9-1-1 Board Chairman

MISSION STATEMENT

“To coordinate Law-Enforcement, Fire, and EMS emergency service requests in Monroe County for the safety and protection of our citizens and public safety providers. Through our actions, we help save lives, protect property, assist the public in their time of need and proudly know that we made a difference.”

MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS SYSTEM AMENDED AND RESTATED INTEGRATION AGREEMENT WITH MONROE COUNTY

This Michigan's Public Safety Communications System Amended and Restated Integration Agreement (Agreement), amends and replaces the December 28, 2004 Integration Agreement between the State of Michigan (State), by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS), and Monroe County (Member) and is comprised of a Pre-Integration Section ("Part I") for console and full integration, and if applicable, a Final Integration Section ("Part II") for full integration preventative maintenance responsibilities. DTMB-MPSCS and Member together are referred to as the "Parties".

PART I PRE-INTEGRATION AGREEMENT

WHEREAS, DTMB-MPSCS manages and operates the Michigan's Public Safety Communications System (MPSCS), a statewide public safety communications system;

WHEREAS, the Member is implementing a communications system by acquiring new equipment for existing communications facilities which will be integrated into the MPSCS for interoperability;

WHEREAS, the Member has independently evaluated mobile and portable radio communication coverage options and believes that it can enhance its mobile and portable radio coverage and/or capacity by integrating into the MPSCS;

WHEREAS, DTMB-MPSCS desires to obtain enhanced MPSCS radio coverage and/or capacity, for portable and mobile communications, within the Member's coverage areas;

WHEREAS, the Parties agree that Part I is an independent agreement until, and if applicable, Part II will be entered into for a full integration, at which time the Parties agree that the terms and conditions of both Part I and II will be integrated into one controlling agreement as of Part II's effective date.

THEREFORE, the Parties agree to commence the technical process prerequisites to integrate into the MPSCS (collectively "the Network"), including if applicable, co-location of Member's Communications Equipment on MPSCS facilities in accordance with a MPSCS Co-location License Agreement between the Parties, for interoperable and enhanced communications coverage as follows:

1. **DEFINITIONS FOR PURPOSES OF PART I OF THIS AGREEMENT.**

A. 9-1-1 Dispatch Center—means a public safety radio communication center operated by the Member for emergency public safety dispatch purposes and integrated into the MPSCS for dispatching purposes.

B. Agreement—means this Integration Agreement, comprised of Parts I and if applicable Part II, including exhibits, attachments, renewals, or amendments.

C. Agreement Part I—means Part I of this Agreement, including its exhibits, attachments, renewals, or amendments.

D. Agreement Part II—if applicable, means Part II of this Agreement, including its exhibits, attachments, renewals, or amendments.

E. Best Efforts—means the contractual obligation of the Parties to meet all the terms and conditions of this Agreement using every reasonable means available.

F. Communications Equipment— means the equipment located at the MPSCS or Member's Sites, comprised of towers; electronics equipment; ancillary equipment; equipment shelters; consoles and dispatch operations; and supporting facilities.

G. Catastrophic Event—means a sudden failure of the Communications Equipment due to natural, manufacturer's defect, or other man-made force or event.

H. Dispatch Console System— means the physical Site that comprises a dispatch operating position, including but not limited to, computers that run dispatch software and interfaces that allow operators to access the network, control local auxiliary functions, a voice processor module, site controller, network switching and access equipment recorder all operated by the Member and integrated into the MPSCS.

I. DDP—means the Detailed Design Plan approved by DTMB-MPSCS and incorporated by reference into this Agreement.

J. DTMB-MPSCS—means the Michigan Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System, which is the State of Michigan Department that manages and operates the MPSCS.

K. Equipment Shelter—means the physical structure that houses the equipment that supports the operation of the Communications Equipment.

L. Exhibit—means the attachments to Part I of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

1. **Exhibit 1.A**—means Detailed Design Plan (DDP) Required Information.
2. **Exhibit 1.B**—means Integrated Equipment Approval for Use Requirements.
3. **Exhibit 1.C**—means Integration Project Closeout Requirements.
4. **Exhibit 1.D**—means the Notice to Proceed emailed to Member and its Service Provider documenting DTMB-MPSCS's approval with the submitted DDP proposed system design.
5. **Exhibit 1.E**—means Member's MPSCS Member Subscriber means Agreement(s) incorporated by reference. If applicable, each of Member's user agencies will sign a MPSCS Member Subscriber Agreement. Exhibit 1.E may be amended from time to time to update the applicable MSA's under the Agreement.
6. **Exhibit 1.F**— means DTMB-MPSCS's Additional Terms and Payment Schedule for monitoring the connection of the Dispatch Consoles. (Applicable to Console only integrations, see Part II for full integration preventative maintenance, repair and monitoring responsibilities and additional terms.)

M. FCC Licenses—means the radio broadcast licenses issued by the FCC to the State or the Member, as Licensees, and used for the MPSCS and/or the Member's Sites.

N. Insurable Event—means events not excluded from insurance coverage under any insurance maintained by the Member.

O. Interoperability—means an essential communication link within public safety and public service communications systems that permits units from two or more different entities to interact with one another, and to exchange information according to a prescribed method to achieve predictable results.

P. Member—means a public safety agency or a governmental entity (federal, state, local or tribal), together with its officers, agents and employees, paid or volunteer; or a non-public safety and/or non-governmental entity providing direct support to public safety responses or a critical infrastructure provider authorized to hold membership with MPSCS. For purposes of this Agreement, the Member is identified in the Preamble.

Q. Monitoring—means MPSCS actively monitoring the operational readiness of the Member's Sites integrated into the Network on a 24/7 basis via the NCC.

R. Motorola—means Motorola Solutions, Inc. the company that designed and constructed the MPSCS pursuant to its December 8, 1994 contract with the State.

S. MPSCS—means the Michigan’s Public Safety Communications System, a statewide public safety communications system.

T. MPSCS Member Subscriber Agreement—means the agreement between DTMB-MPSCS and the Member, granting it MPSCS member status. The MPSCS Member Subscriber Agreement specifies the MPSCS services provided to MPSCS members and the terms and conditions under which services are provided.

U. MPSCS Standards—means the standards for design, construction, and performance, as specified in the contract between the State and Motorola; the MPSCS Emergency Management Plan; and the MPSCS Preventative Maintenance Schedule and the MPSCS Book of Technical Standards.

V. Multicast Site—means a Multicast public safety communications system infrastructure, comprised of a tower, electronic equipment, ancillary equipment, equipment shelter, and supporting facility.

W. Simulcast—means a Simulcast public safety communications system infrastructure, comprised of towers, electronics equipment, ancillary equipment, equipment shelters and supporting facilities.

X. Network—means the MPSCS and the Member’s Sites when working together to support the integrated radio operations requirements of the Parties.

Y. NCC—means the MPSCS Network Communication Center, that controls and monitors the MPSCS.

Z. Radio(s)—means control stations, consolettes, mobile, or portable radios, or any other radio frequency transmitter interface, to include 9-1-1 dispatch consoles all of which has a unique identification number programmed and operating on the System.

AA. Radio Trouble Report—means a form used to communicate radio or system problems or issues to the MPSCS.

BB. Seamless Roaming—means the ability of MPSCS members' Radios to roam through the integrated Systems.

CC. Service Provider—means the contractor(s) retained by the Member to construct and/or maintain all or a portion of its Communications Equipment.

DD. Site(s)—means either MPSCS’ or Member’s radio communications system and dispatch console system which will be integrated into the MPSCS for interoperability.

EE. State—means the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents.

FF. Systems—means the MPSCS and the Member's Sites, each individually owned and operated by the State and the Member, respectively, and that together support the Parties' integrated radio operations.

GG. Systems' Grade of Service—means level of busies.

HH. Talkgroup—means a group of radio users that can share calls and messages as a group; a talkgroup comprises a group of users who have a need to communicate with each other.

II. Talkgroup Prioritization Policy—means the MPSCS policy implemented to assure that at all times there is an appropriate prioritization of use on the Systems so that public safety users are given priority over general government users at times when either or both Systems experience an unacceptable level of busies.

JJ. Testing—means all Acceptance Test Plans (ATPs) listed in this agreement, or the Detailed Design Review documentation.

KK. Tower(s)—means the communication towers owned by either the MPSCS or Member; or the space on communication towers leased or licensed by the Member.

2. CONSIDERATION.

In consideration of the mutual covenants and benefits of Interoperability and Seamless Roaming for MPSCS members, the Parties agree to integrate the Members' Sites into the MPSCS, as an MPSCS enhancement, as provided in this Agreement.

3. TERM.

Term. Upon execution of this Amended and Restated Integration Agreement Part I, the Parties agree that the Term of this Agreement is for ten (10) years and will automatically renew for successive ten (10) year periods unless either party provides the other party with written notice of termination as provided for in this Agreement.

4. RELATIONSHIP OF THE PARTIES.

This Agreement is not intended to, and will not constitute, create, or give rise to a joint venture, partnership or formal business association, organization or relationship of any kind between the Parties. No employee, agent, or servant of either party will be deemed to be an employee, agent or servant of the other. Nothing in this Agreement will be construed to express or imply that either party assumes any of the other party's obligations as owner of its Communication Equipment, or in any manner waives governmental immunity.

5. **MEMBERS' SITES CONSTRUCTION AND MAINTENANCE SPECIFICATIONS.**

In addition to the attached Exhibits, the following documents are incorporated by reference into Part I of this Agreement.

A. The MPSCS Standards. Construction and maintenance of the Member's Sites will comply with the most current MPSCS Book of Technical Standards. The Member agrees to obtain a formal exception (if needed) from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system to Members' Sites.

6. **COMMUNICATIONS EQUIPMENT REQUIREMENTS.**

A. MPSCS Standards. The Member represents that the construction of its Sites will meet or exceed MPSCS standards in the MPSCS Book of Technical Standards, and in all respects the Member's Communications Equipment will be compatible and configured in a similar manner with MPSCS' Communications Equipment. The Member agrees to obtain a formal exception from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system of its Communications Equipment.

B. Portable Radio Coverage. DTMB-MPSCS makes no representations or makes any guarantees, or other assurances, that the Systems will enhance portable radio coverage based on the Member's benchmark test results.

C. Third Party Interference. The Parties acknowledge that actual RF coverage reliability from either of the Systems may become degraded on an intermittent basis, or over time, due to third party interference beyond the reasonable control of either party. The Parties agree to use their Best Efforts, working cooperatively, to document, address and eliminate third party interference through the use of applicable FCC dispute resolution processes.

D. Integration.

1. Network Use Limitation. The Parties acknowledge that the Radio Sites and MPSCS are for general government communication, including but not limited to, public safety communication purposes consistent with FCC licensing requirements. Use of the Network by Member for anything other than Land Mobile Radio (LMR) voice and data traffic must be approved by DTMB-MPSCS.
2. Integration Cost. Each party shall pay its own costs for integration and separation.
3. Multicast Site and/or Simulcast modifications and/or additions Costs. Member will have the option to provide for Multicast Site

and/or Simulcast modifications and/or additions at the Members cost. Non-public safety/non-governmental members integrated on the System pursuant to an FCC Waiver, such as utility companies, that are impacted by a public safety/governmental member's Multicast Site and/or Simulcast modifications and/or additions will be responsible for their portion of costs required to accommodate its use and provided that non-public safety radio spectrum is available in the area implementing the modification and/or addition. DTMB-MPSCS shall provide Member with 12 months advanced notification of any planned modification and/or addition whenever possible. Such notification shall include at a minimum: i.) Summary of project initiative with explanation of required changes; ii.) The number of channels identified as the non-public safety/non-governmental member's portion; and iii.) The data and calculations used to identify the non-public safety/non-governmental member's impact. This would include the identification of the aggregate of public safety loading calculation and the Member's loading calculation.

Member will work with applicable third-party Service Provider to obtain a cost estimate and upon MPSCS approval of the pre-sale DDP, execute the required contract documents for the project deliverables and facilitate payment of Member's portion of costs.

As soon as available, DTMB-MPSCS will provide Member with a proposed timeline of desired project start, key milestones and anticipated go-live.

Upon request, DTMB-MPSCS will use its best efforts to provide Member with any reasonably available additional supporting documentation or information as may be needed for Member to justify a rate case to secure funding.

In the event funding cannot be committed within 12 months after notification, then Member's support, services, or radio coverage cannot be guaranteed in the impacted area.

The costs related to any modification and/or addition initiated by anyone other than Member shall not exceed \$1,000,000.00 (one million dollars) during any calendar year. However, if such costs exceed \$1,000,000.00 in any calendar year and Member is unable to fund the additional costs, then the planned modification and/or additions for public safety purposes would continue forward and Member will be at risk of impacted communications in the area.

Any equipment already provided by Member at the affected Multicast Sites and/or Simulcast will be reused to the extent possible.

4. **System Grade of Service.** The Parties acknowledge that the communications on the MPSCS can be degraded by the addition of users or talkgroup traffic that exceeds the Systems' capabilities and cause an unacceptable increase to the Grade of Service. Each party agrees to evaluate the Member's increased radio traffic in addition to the Member's prospective users' impact to the MPSCS to avoid overloading. In the event there is potential for overloading due to Member's increased radio traffic or Member's prospective users', the Parties will use their Best Efforts to determine the required solution. If in order to resolve overloading, additional infrastructure and components (upgrades) are required to be added to the MPSCS, the Parties agree that the Member will provide for the upgrades at the Members sole cost.
5. **Dispute Resolution.** In the event that there is a dispute regarding any proposed modification and/or upgrade, or the portion of cost allocated to Member, the Parties shall work in good faith to resolve. If the Parties are unable to resolve the dispute, then the Parties will mutually agree on a resolution following the appropriate escalation process of both Parties.

7. THE MEMBER'S RESPONSIBILITIES.

A. Required Integration Project Deliverables. The Member will provide all system integration proposals and DDP's to DTMB-MPSCS as received through system integration engineering process.

DTMB-MPSCS will promptly acknowledge receipt of the detailed design/proposal and will use its best efforts to review each within ten (10) business days. If proposed design or specific equipment does not meet MPSCS system standards or has the potential to negatively impact MPSCS system or users, DTMB-MPSCS will work with Member and system integrator Service Provider to resolve issues. DTMB-MPSCS will provide Member a Notice to Proceed (see Exhibit 1.D. example), when it approves the DDP proposed system design. The Member will not integrate equipment that does not meet MPSCS standards or minimum requirements. The Member may choose to have the Service Provider submit deliverables to DTMB-MPSCS provided the Member has reviewed and consented to that which is being submitted.

1. Pre-Integration Review

The Member is responsible for obtaining and delivery of the final completed Pre-sale DDP proposals from system integrator and Service Providers providing equipment and services for integration. The pre-sale documents will include all parts and equipment related to the system integration project. The Member will resubmit any proposals that are revised. The Member agrees to provide or

facilitate additional details for clarification of the proposals if requested by DTMB-MPSCS. DTMB-MPSCS and Member will mutually and reasonably agree with all system design criteria. Any delays or costs incurred due to procurement of equipment or service for integration that has not been approved by the MPSCS are at the sole responsibility of the requesting member. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval of the Pre-sale DDP system design and for the Member's Service Provider to proceed with installation.

2. Detailed Design Review

The Member is responsible for delivery of a Post-sale DDP that provides details of the project implementation plan, design, connections, equipment, and configuration. The Member agrees to provide or facilitate additional details for clarification of the DDP if requested by DTMB-MPSCS. Information that a DDP should contain is described in Exhibit 1.A. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval of the final system design and for the Member's Service Provider to proceed with installation of the final design.

3. System Staging Testing and Acceptance

The Member is responsible for delivery of completed system staging acceptance testing documentation if applicable.

4. Go-Live Documentation and Acceptance

The Member is responsible for delivery of all documentation listed in Exhibit 1.B., so that the integrated Systems and equipment can be properly maintained and supported as required for a live public safety communications system.

5. Final System As-Built Documentation

The Member is responsible for delivery of all documentation listed in Exhibit 1.C. prior to project close-out and/or final contractual payment to its Service Provider for the project.

6. Project Changes

The Member agrees that the contract with its Service Provider will prohibit the Service Provider from proceeding with any work or design that has not been agreed to by DTMB-MPSCS. If changes are required for previously approved system designs or project plans, the Member will submit the proposed changes for DTMB-MPSCS review and acceptance and issuance of a Notice to Proceed.

B. Federal and State Licensing Requirements.

1. The Member will obtain all appropriate approvals, registrations, permits, or primary licenses for operation of the Communications Equipment and frequency licenses, from the requisite agencies, including but not limited to, the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and the Regional Frequency Coordination Committee.
2. Both parties recognize the frequencies may change due to FCC mandates or optimization of MPSCS or Member.
3. The state-wide frequencies allocated by the MPSCS for use on any Member Tower(s) that are licensed to the State prior to this Agreement, will remain licensed in the name of the State of Michigan. All FCC licenses obtained for this Agreement will be licensed in the name of the State of Michigan for the duration of this integration.
4. The Member will comply with all applicable pre-construction federal regulatory environmental requirements necessary to obtain approvals, permits or licenses as required pursuant to applicable FCC Regulations, including but not limited to, any National Environmental Policy Act (NEPA) requirements. Member is solely responsible for the resolution and correction of any regulatory omission or violation.

C. Decision to Rebuild. In the event of a Catastrophic Event, Member may, at its sole discretion, build, relocate, change or abandon all or part of its Sites at its sole cost. Member must issue a written notice to DTMB-MPSCS within thirty (30) days of a Catastrophic Event, summarizing the impact on the Member's Sites. Within ninety (90) days of the Catastrophic Event, Member must notify DTMB-MPSCS of its decision to either rebuild or abandon all or part of the Member's Sites.

D. Suitability, Insurance, and Indemnification.

1. DTMB-MPSCS makes no representations as to the suitability of the integrated Systems for the Member's use or that DTMB-MPSCS maintains any insurance to insure Member, its employees, agents, contractors, subcontractors, or service providers against any claims, demands, actions, suits, or causes of action, and judgments, settlements, or recoveries, for bodily injury or property damage arising out of the condition of the Systems or any other equipment or facilities operated by DTMB-MPSCS or anything contained in this Agreement. DTMB-MPSCS is not obligated under this Agreement to obtain any insurance for Member's benefit. All insurance coverage provided relative to this Agreement is primary and non-contributing to any comparable liability insurance (including self-insurances) carried by the State.

2. Member must purchase and maintain insurance during the term of this Agreement to protect against claims which may arise out of, or result from its operations, under this Agreement as follows:

i. Member must carry Commercial General Liability coverage. This coverage must include bodily injury, personal injury, property damage, and contractual liability subject to limits of not less than \$1,000,000 each occurrence and when applicable, \$1,000,000 annual aggregate. This coverage must include the State of Michigan, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents as additional insured, only as respects liability directly arising from this Agreement.

ii. Member must have insurance for benefits payable under Michigan's Workers' Disability Compensation Law, including coverage for bodily injury, occupational sickness or disease, or death of Member's employees.

iii. Member must carry Commercial Motor Vehicle insurance, including hired and none owned coverage or its equivalent subject to limits of liability of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.

iv. If Member fails to pay any premium for required insurance, or if any insurer cancels or significantly reduces any required insurance without the DTMB-MPSCS's written consent, at DTMB-MPSCS's election (but without any obligation to do so) after DTMB-MPSCS has given Member at least thirty (30) days prior written notice, DTMB-MPSCS may pay such premium or procure similar insurance coverage from another company or companies and Member must pay the entire cost upon DTMB-MPSCS's demand.

v. Member's compliance with the insurance requirements will not relieve Member of its obligations under its indemnification or other obligations under this Agreement.

vi. Member must provide insurance from an insurance company or municipal self-insurance organization authorized to do business in the State of Michigan.

vii. Insurance Certificates.

a. Members must provide DTMB-MPSCS within thirty (30) days following the effective date of this Agreement (Part I) and before any work commences and every year after while this Agreement is in effect, certificate(s) of insurance verifying liability coverage and listing the State of Michigan, its departments, divisions, agencies, offices,

commissions, officers, employees and agents as additional insured.

b. The insurance certificate(s) must provide that the policies of insurance will not be modified, cancelled, or allowed to expire without first giving thirty (30) days prior written notice to DTMB-MPSCS.

3. Waiver of Subrogation.

Member releases the State from any claim for recovery for any loss or damage which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance.

4. Indemnification.

i. Member must indemnify the State, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents, and hold it harmless from any and all claims for, arising from any breach or default in the performance of this Agreement. Member must also indemnify the State, its departments, divisions, agencies, offices, commissions, officers, employees and agents and hold it harmless from any and all claims, damages, and liabilities arising from any accident or injury arising from Member integrating into the MPSCS and the acts of Member's employees. Member's indemnification obligation includes all reasonable costs, reasonable counsel fees, reasonable expenses, and reasonable liabilities incurred by State in connection with any claim, action, or proceedings brought under this Agreement. Indemnity does not apply to claims, damages, or liabilities arising from the State's, its departments, divisions, agencies, offices, commissions, officers, employees and agents' sole negligence relating to this Agreement and is not to be construed as a waiver of governmental immunity.

ii. Member agrees that every contract entered into for the performance of this Agreement will contain an identical provision to Section 7.C.4 above, requiring the Member's contractors to indemnify the Member and the State, its departments, divisions, agencies, offices, commissions, officers, employees and agents. Member must provide DTMB-MPSCS with a copy of the contract evidencing this requirement prior to the contractor(s) commencing work.

iii. Member's and its contractor(s) indemnification obligations survive the termination of this Agreement.

E. Radio Interference. Member will not do anything in its operation of the Member's Sites that would cause any unreasonable interference with the

MPSCS, Network or Communications Equipment. Member will give DTMB-MPSCS thirty (30) day prior written notice of its desire to install or locate Member's Communications Equipment and will provide DTMB-MPSCS with an interference study(s) that shows that the additional Member's Communications Equipment will not cause interference with the existing MPSCS' Communications Equipment. In the event the existing Communications Equipment experiences interference as a result of the additional Member's Communications Equipment, Member will use Best Efforts to correct the problem within ninety (90) days.

F. Relocation of Communications Equipment. Member will not relocate the Communications Equipment unless such relocation will be conducive to the overall effective operation of the Network and approved by DTMB-MPSCS.

G. Approved Software and Programming. Only software approved for the MPSCS may be installed on the Communications Equipment, Network equipment or other interconnected devices. A written request will be submitted to DTMB-MPSCS and approved by DTMB-MPSCS prior to any requested changes in Communications Equipment programming, hardware, software, or other functions of the System. No Talkgroups may be added or deleted from the Communications Equipment without the prior written approval of DTMB-MPSCS.

H. Interconnecting the Communications Equipment to other networks or equipment. The Communications Equipment will not be wired or wirelessly interconnected to any external equipment, networks, or other facilities without DTMB-MPSCS's prior written approval.

I. Security.

1. MPSCS Towers:

DTMB-MPSCS will permit unescorted Member access to the MPSCS tower site for installation, repair, maintenance, or removal of the Member's Communications Equipment provided Member and its authorized contractors fully comply with the current MPSCS Co-location Tower Site Access Policy. The Member's Communications Equipment will be installed in a secure location limiting access to only personnel approved by Member. Member will limit its activity to the normal use and maintenance of the Communications Equipment and immediately associated Network equipment. Other than the foregoing, Member does not have permission to access any other parts of the Network. The passwords provided for the operation of the Communications Equipment will remain secured within Member's organization. If passwords or accounts are breached as a result of Member's employees or representatives, Member will be responsible for any costs associated with the remediation of the security breach.

2. Member Towers:

Member will facilitate DTMB-MPSCS access to the Member's Sites for installation, repair, maintenance, or removal of the Member's Communications Equipment. The Member's Communications Equipment will be installed in a secure location limiting access to only personnel approved by Member. DTMB-MPSCS will limit its activity to the normal use and maintenance of the Communications Equipment and immediately associated Network equipment. The Member does not have permission to access any other parts of the MPSCS network, databases, or other systems integrated into the MPSCS. The passwords provided for the operation of the Communications Equipment will remain secured within the Member's organization. If passwords or accounts are breached as a result of the Member's employees or representatives, the Member will be responsible for any costs associated with the remediation of the security breach.

Member will be responsible for its compliance with the most current federal Criminal Justice Information Services (CJIS) Security Policy, and any future versions, including but not limited to: maintaining user, training, and access lists.

Member will keep an updated CJIS compliant list of all Member related staff and contractors that will access the MPSCS Network or physical locations, to include names, Live Scan Fingerprint Transaction Control Number (TCN), purpose of access and locations of access. Member will provide the updated list to DTMB-MPSCS on an annual basis, and when any deletions, additions or changes in status occur. Member will designate one Point of Contact (hereby referred to as POC) for the MPSCS to work through and notify the MPSCS ten (10) business days prior to that POC changing. All communications will be sent to DTMB-MPSCS, MPSCS-Security-Access@michigan.gov or as otherwise required by DTMB-MPSCS, in writing.

J. Members' Communications Equipment Maintenance. Member is responsible for its Communications Equipment repairs needed while under warranty, except for the Backhaul which will be maintained by DTMB-MPSCS. After the Equipment warranty expires, Member may choose to retain DTMB-MPSCS to manage, maintain and repair the Member's Sites Communications Equipment according to the terms provided in Part II of this Agreement, if applicable. Additionally, Member is responsible for the maintenance of the Member's dispatch consoles, recording equipment and connectivity into the MPSCS Tower. If DTMB-MPSCS Technicians are required to assist troubleshooting the Network connection at the applicable Member's Site(s), the Member will be charged the standard MPSCS Time &

Materials rate for labor. The Member will also reimburse DTMB-MPSCS for reasonable fees associated with responding to connectivity outages.

K. End of Warranty Preventative Maintenance. Member or its Service Provider will provide a yearly Preventative Maintenance (PM) on all ASR Multicast and/or Simulcast sites if the system is under warranty for more than one year. Additionally, a PM will be performed on all sites at the end of the warranty period prior to the MPSCS taking over the maintenance (“End of Warranty PM”). This End of Warranty PM will also be conducted by the Member or its Service Provider responsible for servicing the system during the warranty period, along with a Radio Technician and a Tower technician, if needed, from the MPSCS who will sign off on the results of the PM. The PM will be performed to the specifications and standards defined by the MPSCS, using existing documents that the MPSCS currently utilizes during all site PM’s Statewide. The End of Warranty PM will include the radio communications equipment, the backup generator, transfer panel and HVAC units.

Additionally, any equipment spares located at sites will be tested at the site by placing them into service as part of the End of Warranty PM to verify that the spares are in a working condition.

L. Radio Users. Member is responsible for maintenance of the Member’s radios and Member will use its best efforts to maintain its user’s equipment to MPSCS and the radios’ manufacturer specifications. Member will encourage its users to submit written MPSCS system Radio Trouble Reports to the person or persons coordinating radio communications for Member on forms provided by DTMB-MPSCS. Member will investigate and, to the extent feasible, provide solutions in response to its user’s Radio Trouble Reports. Member will periodically report to DTMB-MPSCS on the status and disposition of its users’ Radio Trouble Reports. In the event, Member determines that the Radio Trouble Report is related to the MPSCS and not a Member user’s radio; it will immediately forward the Radio Trouble Report to the NCC for remedial action or resolution.

M. NCC. Member will use the NCC as its single point of contact regarding the operation of the Member’s Sites and its Communications Equipment. NCC’s monitoring service costs will be billed in the year following the service, prorated from the beneficial use start date. Time and material costs associated to Member Towers for break fix, trouble shooting, and/or maintenance will be billed in the year following the service. In the event that Member decides at the end of the term to be mutually agreed upon by the Parties in the Agreement Part II, to retain another service provider for the maintenance and repair of the Member’s Sites, it will adopt an Emergency Management Plan and Preventative Maintenance Schedule similar to plan and standards in the MPSCS Standards prior to the start date of the new service provider.

N. Patches and updates.

- i. NCC will periodically push patches and updates to equipment directly connected to the MPSCS. It is the Members responsibility for re-booting equipment on a weekly basis to implement latest updates and patches. Some equipment, such as Logging Recorders, have a specific re-boot process. See MPSCS Operating Systems and Software Patch Requirements Policy 4.1.14 for specific re-booting information.
- ii. If applicable, it is the Members responsibility to patch, update and reboot any equipment remotely connected to the MPSCS through a Member's controlled network, whether Member owned or Member supported equipment/devices. Equipment remotely connected to the MPSCS must meet MPSCS Standards. DTMB-MPSCS reserves the right to validate all equipment connected to the MPSCS through outside channels. See MPSCS Policy 4.1.14.

O. Emergency Alert Monitoring.

- i. Members who want to implement the Emergency Mode option must comply with the MPSCS Emergency Alert and Emergency Call Policy 1.1.3.
- ii. To utilize the Emergency Mode, the requesting member agency must have the ability to monitor the incoming Emergency Alert or an agreement with another agency that has this ability.
- iii. The monitoring responsibility must be prearranged prior to implementing this option. This assures a proper emergency response as well as facilitates acknowledgment and management of the alarm condition. The MPSCS Network Communications Center (NCC) observes all Emergency Alerts on their diagnostic terminals but is not liable to respond to such emergencies.
- iv. Alerts must be deactivated by the responsible agency once the emergency situation is over.

P. Tower Leasing/Licensing. Member retains the right to license or lease its Tower(s) to third-parties. However, DTMB-MPSCS will only maintain Member Electronic Equipment on any Tower(s) with third-party co-locations and will not maintain the physical steel nor any third-party equipment. Upon Member entering into the first license or lease of a Member owned tower to a third-party, DTMB-MPSCS's maintenance and repair obligations for the Tower(s) and shelter will at DTMB-MPSCS's option terminate upon the Member entering into the first license or lease of a Member owned tower to a third party. The Member will give DTMB-MPSCS thirty (30) day's prior written notice that it has entered into a license or lease, and that it assumes

responsibility for the maintenance and repair, or has retained a qualified Service Provider for the maintenance and repair of the licensed or leased Tower. Additionally, the Member will submit to DTMB-MPSCS for approval a proposed Emergency Management Plan and Preventative Maintenance schedule that is consistent with the MPSCS Standards before the Service Provider's start date.

8. **DTMB-MPSCS'S RESPONSIBILITIES.**

A. Communications Equipment Maintenance Notifications. DTMB-MPSCS will notify the Member, through the Member's associated dispatch center, of any Communications Equipment scheduled or emergency service requirement. (The Member will only be notified if scheduled maintenance is system impacting.)

B. MPSCS Management and Operations. DTMB-MPSCS will manage, monitor, and keep the MPSCS in good working condition. DTMB-MPSCS will provide preventative maintenance in accordance with the MPSCS Preventative Maintenance Schedule and respond to Systems' outages pursuant to the MPSCS Emergency Plan.

C. Upgrade and Enhancements Costs to the MPSCS Platform. An MPSCS upgrade that negatively affects the Network that supports the integrated radio operations requirements of the Parties will be totally at the expense of the State conditional on the allocation of funds from the State Legislature. Network enhancements may be covered by the State on the allocation of funds from the State Legislature, or at the Member's expense if it agrees to purchase the enhancement and pay for associated costs.

D. Decision to Rebuild. In the event of a Catastrophic Event, DTMB-MPSCS will have the sole option and responsibility, to build or abandon all or part of the MPSCS at its sole cost, subject to the allocation of funds from the State Legislature authorizing the expenditure. DTMB-MPSCS will provide a written notice to the Member within thirty (30) days of such event, summarizing the impact to the MPSCS and Member's Sites. Within ninety (90) days of a Catastrophic Event DTMB-MPSCS will notify the Member of its decision to either rebuild or abandon all or part of MPSCS. In the event DTMB-MPSCS elects not to rebuild, the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient channels to permit the continued operation of the Member's Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Member's Sites into the MPSCS

E. Site Interruptions. DTMB-MPSCS will use its Best Efforts to manage the System so as to not disrupt the Member's law enforcement and emergency services operations. In the event that non-emergency repairs, upgrades, modifications, or enhancements to the Communications Equipment require temporary shutdown of MPSCS and/or the Sites' Communications Equipment,

DTMB-MPSCS will provide the Member with twenty-four (24) hours advance notice via the NCC.

F. Regulatory Requirements. DTMB-MPSCS may obtain and maintain all appropriate RF licenses for operation of the Communications Equipment.

9. NONDISCRIMINATION.

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and Executive Directive 2019-09, The Parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The Parties further agree that every subcontract entered into for the performance of the Agreement will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. Any breach of this Section will constitute a material breach of the Agreement.

10. UNFAIR LABOR PRACTICES.

DTMB-MPSCS may void this Agreement, if the Member or any of its contractors, subcontractors, manufactures, or suppliers appear in the register compiled pursuant to 1980 PA 278, as amended, MCL 423.321 *et seq.* (Employers Engaging in Unfair Labor Practices Act).

11. TERMINATION.

A. Notice. Either party may terminate this Agreement for any reason by giving the other party thirty (30) months written notice of its intent to terminate this Agreement.

B. Best Efforts. In the event of termination each party will have the obligation to use its Best Efforts to reasonably assist the other party to separate the Systems into independent systems during the thirty (30) month notice period, but will have no obligation to pay any costs, fees, compensation or damages of any kind to the other party resulting from the termination. Notwithstanding this right of termination, DTMB-MPSCS agrees that it will not terminate integrated operations of the Communications Equipment until the Member obtains, installs, and successfully tests the operation of any additional equipment so that the Member can operate an independent radio system and the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient 800 MHz channels to permit the continued operation of the Member's Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Member's Sites into the MPSCS.

C. FCC Frequencies. In the event that the Parties elect to separate into two independent systems, any existing Statewide or locally allocated frequencies will revert to the original allocation or licensee.

D. Terminated Obligations. Upon termination of this Agreement by either party, any obligations of the other party for maintenance and/or repair services or upgrades will be terminated at such time that the Parties' systems become operationally independent of each other, or at the end of the thirty (30) months termination period, whichever occurs first.

12. NOTICES.

All written notices required under this Agreement will be delivered by U.S. certified mail, return receipt requested. All notices will be sent to the Parties as follows:

To: Member

Monroe County Administrator
Finance Dept
125 East Second Street
Monroe, MI 48161-2197
Attn: County Administrator/CFO

To: DTMB-MPSCS

MPSCS
2nd Floor, Wing A
7150 Harris Drive
Dimondale, MI 48821
Attn: Director MPSCS

13. FORCE MAJEURE.

The time of performing any duty or obligation of the State or the Member must be extended for the period during which performance was delayed or impeded by reason of riots, insurrections, war, fire, casualty, earthquake, acts of nature, governmental action or other reasons of a like nature not the fault or, in the case of governmental action, not reasonably within the control of the party required to perform such duty or obligation.

14. GOVERNING LAW.

This Agreement will be governed by, and construed in accordance with, the laws of the State of Michigan.

15. AMENDMENTS.

This Agreement may not be amended except by a written agreement of the Parties.

16. NO WAIVER OF DEFAULT.

The failure of a party to insist upon strict adherence to any term of this Agreement will not be considered a waiver, or deprive the party of the right to later insist on the strict adherence to that term of the Agreement.

17. ENTIRE AGREEMENT AND ORDER OF PRIORITY.

This Amended and Restated Integration Agreement Part I (including if applicable, the Integration Agreement Part II), MPSCS Member Subscriber Agreement and MPSCS Co-location License Agreement (together the “Agreements”), represent the entire agreement between the Parties and supersede all proposals, prior agreements (oral or written), and all other communications between the Parties relating to matters covered in the Agreements. The Agreements will be read to be consistent with one another.

18. AGREEMENT PART I EFFECTIVE DATE.

This Agreement Part I's effective date is the date it is signed by the DTMB-MPSCS Director.

19. HEADINGS.

Section headings in this Agreement are for convenience and will not be used to construe or interpret the scope or intent of this Agreement or in any way affect the same.

20. SEVERANCE.

If any provision of this Agreement, or its application to any person or circumstance, will to any extent be invalid or unenforceable, the remainder of the Agreement will not be affected and will remain valid and enforceable.

21. AGREEMENT NEGOTIATION.

This Agreement has been negotiated by both Parties and should not be construed against either party as “drafter”.

22. VALIDITY.

In the event any provision of the Agreement is found to be invalid or unenforceable, such finding must not affect the validity and enforceability of the remaining provisions of this Agreement.

23. COUNTERPARTS.

This Agreement may be signed in counterparts, each of which has the force of an original, and all of which constitute one document.

The duly authorized representatives of the Parties approved and executed this Amended and Restated Agreement Part I on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:
Monroe County



By: Randy Richardville

Its: Board of Commissioners, Chairman

Date: 10/15/2024

A copy of the Member's resolution authorizing this Agreement, and the person(s) authorized to execute the agreement, is attached.

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE COUNTY OF MONROE**

**PUBLIC SAFETY COMMUNICATIONS SYSTEM
AMENDED INTEGRATION AGREEMENT
(Part I - Pre-Integration Agreement)**

WHEREAS, the County of Monroe ("County") has built and operates a local 800 MHz simulcast public safety radio communication system ("Radio System") which it has integrated with the Michigan Public Safety Communications System ("MPSCS"), by purchasing and installing communications equipment on County and MPSCS erected and owned towers, in tower site equipment shelters, and in its 9-1-1 dispatch center, and by purchasing over 1,000 radios for use by certain countywide municipalities and emergency responders;

WHEREAS, the State of Michigan, by and through its Department of Technology, Management, and Budget ("State"), operates the MPSCS, a statewide public safety communications system developed for the protection of the public and benefit of its cooperating members, of which the County is a contributing and participating member;

WHEREAS, the County has integrated its Radio System with the State of Michigan's MPSCS pursuant to and in compliance with a certain MPSCS Telecommunications Equipment Integration Agreement last dated December 28, 2004, which had a ten (10) year term and has now expired; and

WHEREAS, the County wishes to continue its participation with the State of Michigan's MPSCS; and

WHEREAS, the State of Michigan by and through its Department of Technology, Management, and Budget Office, has prepared a new replacement agreement titled "AMENDED AND RESTATED INTEGRATION AGREEMENT (Part I - Pre-Integration Agreement) for entry with the County to continue their relationship and respective benefits and obligations as to the integration of the County's Radio System with the MPSCS.

NOW THEREFORE, in furtherance of the goal to continue the County emergency Radio System integrated with MPSCS:

IT IS HEREBY RESOLVED that the County of Monroe enter into the above referenced INTEGRATION AGREEMENT (Part I - Pre-Integration Agreement), and the Chairman of the Monroe County Board of Commissioners is hereby directed and authorized to execute and cause such Agreement to be delivered to the State on behalf of the County of Monroe.

This Resolution was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe

County, Michigan, by a vote of a majority of the membership of the County Board of Commissioners, on the 15 day of October, 2024.

Resolution offered by Commissioner Hoffman, supported by Commissioner Swartout.

A Roll Call Vote Was Taken As Follows:

YES: Commissioner Hoffman,
 Commissioner Asper,
 Commissioner Vensel,
 Commissioner Heinzerling,
 Commissioner Lievens,
 Commissioner Swartout,
 Commissioner Moore, and
 Chairman Richardville.

NO: _____

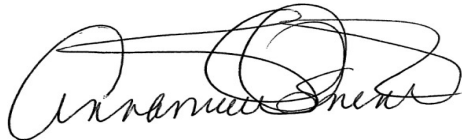
ABSTAIN: _____

The Resolution Was Declared Adopted.



Randy Richardville, Chairman
Monroe County Board of Commissioners

ATTEST:



Annamarie Osment, Monroe County Clerk

MJK/blg
COUNTY\resolution.radioagt

STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

Brad Stoddard

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: 10-30-2024

EXHIBIT 1.A

DETAILED DESIGN PLAN (DDP) REQUIRED INFORMATION

The information in this exhibit is intended to show design details of the system, equipment, and services purchased by the Member in the approved DDP proposal. This process is intended to ensure consensus on the details of the integration between the Member, DTMB-MPSCS, and the service provider. The following lists information that should be included in the DDP, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. Statement of Work
- B. System Descriptions
- C. Site Coordinates, Addresses, and MPSCS Assigned Site Numbers
- D. Design of Land Mobile Radio System
 - 1. IP Address Plan
 - 2. Coverage Details and Requirements
 - 3. RF Link Budgets including antenna system details
 - 4. Channel Count Calculations
- E. Design of Console System
 - 1. Included Console Features
 - 2. Logging Recorder
 - 3. IP Address Plan
 - 4. Storm Plan Equipment (Backup Communications Equipment)
- F. Design of Backhaul System:
 - 1. Microwave system description
 - 2. Microwave network maps
 - 3. Microwave path analysis for each hop
 - 4. Microwave traffic engineering and IP network plan
 - 5. MPLS configuration plan
 - 6. IP traffic plan
 - 7. Traffic cutover plan
- G. LMR and Microwave Frequency Plans
- H. Equipment Lists to include production and spare equipment
- I. Drawings, as applicable:
 - 1. Site Layout Drawings
 - 2. Site Floor Plan Drawings
 - 3. Tower Elevation / Antenna Placement Diagrams
 - 4. Antenna System Diagrams, Including Combiners, Tower Top Amplifiers and Receiver Multicoupler Systems
 - 5. Rack Elevation Drawings
 - 6. System Block and Network Diagrams

- 7. Single Line Drawings showing equipment interconnections
 - 8. System Topology Drawings
- J. Site Equipment Information:
 - 1. Power Consumption Data
 - 2. HVAC BTU
- K. Design of Backup Power System
 - 1. Power calculations
 - 2. Generator design
 - 3. DC Power System Design
 - 4. Inverter Power System Design
- L. Facility Plans and/or Modifications
- M. Alarm and Control Design
 - 1. Alarm matrix
- N. Software Licensing Requirements (Motorola, Nokia, etc.)
- O. Encryption Requirements
- P. Existing Infrastructure Usage and/or Changes
- Q. Acceptance Test Plans (ATP's) to be Performed
 - 1. Land Mobile Radio System Factory Acceptance Test Plans
 - 2. Backhaul System Factory Acceptance Test Plans
 - 3. Functional Acceptance Test Plans
 - 4. Functional and Operational System Test Plans
 - 5. Land Mobile Radio System Field Installation, Inspection and Test Plans
 - 6. Console System Field Test Plans
 - 7. Backhaul System Field Test Plans
 - 8. Power System Field Test Plans
 - 9. Alarm and Control Field Test Plans
 - 10. Civil Test Plans
- R. R56 Inspection Plans
- S. Staging Plans
- T. Implementation Schedule
- U. Implementation Plan
- V. Cutover Plans
- W. Included Training
- X. Subcontractor List
- Y. Warranty/Post Warranty Service and Maintenance Plan
- Z. Requested Exceptions to MPSCS Standards

EXHIBIT 1.B

INTEGRATED EQUIPMENT APPROVAL FOR USE REQUIREMENTS (for purposes other than testing)

The information in this exhibit is required prior to placing integrated systems and equipment into use. The gathering of the following information is intended to ensure that the agreed upon integrated systems and equipment have been successfully installed, configured, and tested and will be reliable for Public Safety use. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. All Required FAA and State of Michigan Tall Structures / Obstruction Documentation including but not limited to: Antenna Site Registrations, 2C Letters, Form 7460-2 Supplemental Notice, No Hazard Determination, and Michigan Tall Structures Permits.
- B. All required FCC Licenses and Applications including but not limited to: Frequency coordination documents, submitted applications, and granted licenses.
- C. System Configuration Tracking Documentation. Examples include but are not limited to: Alarm and Control Configuration, IP Address Table for all networked devices, etc.
- D. System Administrator Documentation and System Programming Parameters
- E. Software Licenses
- F. Microwave path survey report with evidence of field validation of paths
- G. AC electrical distribution as-built drawings
- H. DC distribution as-built drawings
- I. Fire detection system as-built drawings
- J. Tower light controller wiring details
- K. Finalized Site Coordinates, Addresses, and Site Numbers
- L. Tower design as-built drawings (Tower, Tower foundations, Structural analysis)
- M. Configuration files for all installed or modified hardware / software. Equipment includes but is not limited to, routers, switches, site controllers, microwave radios, radio base stations, comparators, and any other equipment integrated into the system. Copies of the files will need to be left on site (or location) with the associated equipment so that in the event of a failure, equipment can be restored to operation.
- N. Equipment Inventory with all original manufacturer serial numbers. Note: Reseller serial numbers will not be accepted.
- O. Site and System Block, Network, and interconnect drawings.
- P. Completed, Passed, and Signed Acceptance Test Plans
- Q. Project Punch List including test item failures and required corrective action or resolution.
- R. Customer Support Plan

EXHIBIT 1.C

INTEGRATION PROJECT CLOSEOUT REQUIREMENTS

The information in this exhibit is required prior to project closeout. The gathering of the following information is intended to ensure that the Member and the DTMB-MPSCS can properly facilitate maintenance, operation, and future changes of the agreed upon integrated systems and equipment. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- A. Site grounding system drawings
- B. Building elevation detail drawings with foundations
- C. Building and shelter as-built drawings
- D. Fence Installation details
- E. Foundation details for Shelter and LPG tank
- F. Site Lighting details
- G. Soil Analysis / Geotech
- H. Site Surveys
- I. Equipment/ rack as-built drawings showing rack dimensions on all equipment and their location in the rack.
- J. Rack Footprint/Floor Plan Layout As-Built Drawings
- K. Console operator position layout drawings (floor plan)
- L. RF Link Budgets including antenna system as-built details
- M. Resolved Punch List with corrective action results and MPSCS inspection sign off

EXHIBIT 1.D

NOTICE TO PROCEED (Example email)

This email is to provide Member and its Service Provider with Notice to Proceed with installation of the _____ DDP for the _____ project. This Notice to Proceed is limited to the DDP submitted for review on the date noted below and the subsequent changes and information reviewed and agreed to prior to this notice, see attached. Any aspects of the design still under review that will be resolved at a later date are summarized below. Please note that any future changes to the reviewed design must be reviewed by MPSCS and documented prior to proceeding. Any delays or costs incurred due to procurement of equipment or service for integration that has not been approved by the MPSCS are at the sole responsibility of the requesting member and/or its Service Provider. Thank you for your time and efforts and please feel free to contact us with any questions.

Project Name: _____

DDP Submission Date: _____

Submitted design items requiring modification or additional information: _____

Open Design Items Pending Consent:

EXHIBIT 1.E

**MEMBER'S MPSCS MEMBER SUBSCRIBER AGREEMENT(S)
INCOPORATED BY REFERENCE**

58-001	Monroe County Sheriff Department MPSCS Customer Code: MONROE-CO-SD
58-002	Monroe County Emergency Management MPSCS Customer Code: MONROE-CO-EMD
58-003	Monroe County MPSCS Customer Code: MONROE-CO
58-037	Monroe County Central Dispatch MPSCS Customer Code: MONROE-CO-CD

EXHIBIT 1.F

DTMB-MPSCS'S ADDITIONAL TERMS AND PAYMENT SCHEDULE FOR MONITORING THE CONNECTION OF THE DISPATCH CONSOLES

(Applicable to Console only integrations, see Part II for full integration preventative maintenance, repair and monitoring responsibilities and additional terms.)

Commencing on the beneficial use of the Dispatch Consoles System;

- A. Consistent with the Integration Agreement, Member retains DTMB-MPSCS to monitor Member's network connection into the MPSCS.
- B. DTMB-MPSCS's Services will be compensated as follows:
 - 1. Member will reimburse DTMB-MPSCS for the replacement costs of Spare Parts, Materials, and Supplies used in the repair and maintenance of the Dispatch Consoles interface into the MPSCS.
 - 2. Member will reimburse DTMB-MPSCS for its labor costs related to Service Providers' or manufacturers' warranty service.
 - 3. Member will reimburse DTMB-MPSCS for its labor costs related to DTMB-MPSCS provided maintenance and repair of the member's network interconnection to the MPSCS.
 - 4. Member will be billed in arrears for Member's share of the proportionate time and materials costs related to MPSCS's labor or maintenance of Member's Dispatch Consoles network connection.
 - 5. Member will submit payment for DTMB-MPSCS services, within thirty (30) days from DTMB-MPSCS's invoice date. Invoices not paid within ninety (90) days of the invoice date will be referred to the MPSCS Director for review. Non-payment is a material breach of this Agreement, cause for termination of DTMB-MPSCS's Services, and termination of this Agreement.
 - 6. Payments will be directed to DTMB-MPSCS at the address shown on the invoice and will be made payable to the State of Michigan.
 - 7. For any questions regarding DTMB-MPSCS invoices, please contact MPSCS Billing Support at MPSCS-Bus@michigan.gov. If you are not receiving invoices, please update the Member's Invoice Contact information in Exhibit A of the Member Subscriber Agreement and submit to DTMB-MPSCS at MPSCS-Bus@michigan.gov.

PART II
AMENDED AND RESTATED
FINAL INTEGRATION AGREEMENT

This Amended and Restated Michigan's Public Safety Communications System Integration Agreement Part II is entered between the State of Michigan, by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS), and Monroe County (Member). DTMB-MPSCS and Member together are referred to as the "Parties".

WHEREAS, the Parties agree that the requirements of Part I of the Agreement have been satisfied and that the integration of the Member's Sites and MPSCS may be implemented; And agree that Part I and Part II are integrated into one Agreement as of the effective date of Part II.

THEREFORE, the Parties agree to maintain the Network as provided in the Agreement for interoperable and enhanced communications coverage and performance in certain geographic locations within Member's corporate boundaries as follows subject to the following additional terms.

1. ADDITIONAL DEFINITIONS FOR PURPOSES OF PART II.

Exhibit—means the attachments to Part II of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

- i. **Exhibit 2.A**—means DTMB-MPSCS's schedule for preventative maintenance, repair and monitoring responsibilities with additional terms. Exhibit 2.A may be amended from time to time to update the applicable preventative maintenance responsibilities under the Agreement.

2. ADDITIONAL CONSIDERATION.

The Member retains DTMB-MPSCS to monitor the Member's Communications Equipment in accordance with the terms and payment schedule provided in Exhibit 2.A.

3. DTMB-MPSCS'S RESPONSIBILITIES.

A. Communications Equipment Maintenance. DTMB-MPSCS agrees to monitor, maintain, and repair the Member's Communications Equipment on behalf of the Member in accordance with this Part II Agreement.

4. MEMBER'S RESPONSIBILITIES.

A. Cyber Incident and Physical Security Breach Notification.

- i. In the event of a cyber incident, affecting the MPSCS or Member, the Party affected by the cyber incident must notify the other party as

soon as practicable but no later than 24 hours of becoming aware of the cyber incident.

- ii. In the event of a physical security breach, where any unauthorized entry into a facility that contains MPSCS connected equipment or where MPSCS network connectivity resides, the Member will notify MPSCS of the physical security breach as soon as practicable but no later than 24 hours of becoming aware of the physical security breach.

B. Decommissioned Equipment. The Member is responsible for sanitizing any MPSCS decommissioned equipment immediately when no longer in use.

5. EFFECTIVE DATE.

The effective date of this Amended and Restated Part II is the date it is signed by DTMB-MPSCS.

The duly authorized representatives of the Parties approved and executed this Agreement Part II on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:
Monroe County

By: David Vensel

Its: Board of Commissioners, Chairman

Date: _____

A copy of the Member's resolution authorizing this Agreement, and the person(s) authorized to execute the agreement, is attached.

STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

EXHIBIT 2.A

SCHEDULE FOR PREVENTATIVE MAINTENANCE, REPAIR AND MONITORING RESPONSIBILITIES WITH ADDITIONAL TERMS

- A.** Consistent with the Integration Agreement, Member retains DTMB-MPSCS to provide Monitoring, maintain and repair the Tower, Microwave, 700/800 MHz and supporting electronics equipment at the Tower Sites as listed.
- B.** Any work not specified in the below maintenance procedures is the responsibility of the Member.
- C.** The MPSCS reserves the right to perform work or hire a subcontractor to perform work that is not being performed by Member and bill back the associated costs.
- D.** The maintenance steps listed in any of the below maintenance procedures may be modified or changed based upon improvements in the maintenance and testing process or changes in technology or manufacturer's specifications without written notice or modification of this Agreement. Any changes will be in accordance with established MPSCS Book of Technical Standards.
- E.** Member may request a different combination of repair and maintenance services from DTMB-MPSCS, at any time during the initial term or any renewal term, by sending a sixty (60) day advance written request to DTMB-MPSCS. Upon receipt of the request, DTMB-MPSCS will determine whether it can support the changes by the date requested. DTMB-MPSCS reserves the right to require longer than sixty (60) days to implement Member's changes if the request would substantially impact DTMB-MPSCS operations, such as requiring additional staffing to support the new repair and maintenance services to be managed DTMB-MPSCS. Reimbursement to DTMB-MPSCS will be adjusted to reflect this requested change based on the MPSCS Service Fees schedule in place at the time of the request.
- F.** DTMB-MPSCS's Services will be compensated as follows:
 - 1. Member will reimburse DTMB-MPSCS for the replacement costs of Spare Parts, Materials, and Supplies, and will also be reimbursed for Member's integrated site equipment at the incurred labor costs.
 - 2. DTMB-MPSCS will also be reimbursed for its labor costs incurred, related to Service Providers' or manufacturers' warranty service; and in the performance end of its maintenance and repair of the Member's Multicast Sites.
 - 3. DTMB-MPSCS will be reimbursed time and deployment of the forestry cutter for the removal of overgrowth when Member's Site is not properly maintained. Member will be billed for the forestry cutter

deployment cost for each day at the Member's Site and also the MPSCS technician's hourly cost for actual time spent maintaining Member's Site. The forestry cutter deployment cost and MPSCS technician's hourly cost may be found on the MPSCS Service Fees Schedule.

4. DTMB-MPSCS will be reimbursed for the labor costs incurred during the NCC's Monitoring of the Member's Sites. These costs are included in the DTMB-MPSCS Tower Site Monitoring fee. The parties agree the fee is a foreseeable cost and will not exceed a maximum five percent (5%) increase from the previous year's fee, with the exception of extreme circumstances.

The DTMB-MPSCS will recommend annually to the Michigan's Public Safety Communications Interoperability Board the planned Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board will be tasked with reviewing the recommendation and approving the Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board also has the capability to reduce the recommended Tower Site Monitoring fee if the Board sees reason to do so.

5. Member will be billed in arrears for time and materials costs related to preventative maintenance, repair and monitoring of Member's Sites, including expenses, payroll, benefits, and other overhead on an annual basis.
6. Member will submit payment for DTMB-MPSCS services, within thirty (30) days from DTMB-MPSCS's invoice date. See MPSCS Voice, Data and Fire Paging Fee Structure Policy 1.1.1. If Members account is not paid within thirty (30) days, any template programming requests will be held until payment has been received and processed. Invoices not paid within ninety (90) days of the invoice date will be referred to the MPSCS Director for review. Non-payment is a material breach of this Agreement; cause for termination of DTMB-MPSCS's Services, and termination of this Agreement useful life and/or manufacturer support.
7. Payments will be directed to DTMB-MPSCS at the address shown on the invoice and will be made payable to the State of Michigan.
8. For any questions regarding DTMB-MPSCS invoices, please contact MPSCS Billing Support at MPSCS-Bus@michigan.gov. If you are not receiving invoices, please update the Member's Invoice Contact information in Exhibit A of the Member Subscriber Agreement and submit to DTMB-MPSCS at MPSCS-Bus@michigan.gov.

- G. In the event DTMB-MPSCS's services are not continued, Member agrees it will retain the services of a qualified contractor approved by DTMB-MPSCS to maintain and repair the Member's Site.

Preventative Maintenance Tasks
RESPONSIBILITIES TABLE

(see following pages)

**RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE COUNTY OF MONROE**

**PUBLIC SAFETY COMMUNICATIONS SYSTEM
AMENDED INTEGRATION AGREEMENT
(Part II - Final Integration Agreement)**

WHEREAS, the County of Monroe (“County”) has built and operates a local 800 MHz simulcast public safety radio communication system (“Radio System”) which it has integrated with the Michigan Public Safety Communications System (“MPSCS”), by purchasing and installing communications equipment on County and MPSCS erected and owned towers, in tower site equipment shelters, and in its 9-1-1 dispatch center, and by purchasing over 1,000 radios for use by certain countywide municipalities and emergency responders;

WHEREAS, the State of Michigan, by and through its Department of Technology, Management, and Budget (“State”), operates the MPSCS, a statewide public safety communications system developed for the protection of the public and benefit of its cooperating members, of which the County is a contributing and participating member;

WHEREAS, the County has integrated its Radio System with the State of Michigan’s MPSCS pursuant to and in compliance with a certain MPSCS Telecommunications Equipment Integration Agreement last dated December 28, 2004, which had a ten (10) year term and has now expired; and

WHEREAS, the County wishes to continue its participation with the State of Michigan’s MPSCS; and

WHEREAS, on October 15, 2024 the State of Michigan by and through its Department of Technology, Management, and Budget Office, and the County of Monroe entered into a new replacement agreement titled “AMENDED AND RESTATED INTEGRATION AGREEMENT (Part I - Pre-Integration Agreement)”.

WHEREAS, the State of Michigan by and through its Department of Technology, Management, and Budget Office, has prepared a new replacement agreement titled “PART II AMENDED AND RESTED FINAL INTEGRATION AGREEMENT” for entry with the County to continue their relationship and respective benefits and obligation as to the integration of the County’s Radio System with the MPSCS.

WHEREAS, Part I and Part II are integrated into one Agreement as of the effective date of Part II.

NOW THEREFORE, in furtherance of the goal to continue the County emergency Radio

System integrated with MPSCS:

IT IS HEREBY RESOLVED that the County of Monroe enter into the above referenced INTEGRATION AGREEMENT (Part II - Amended and Restated Final Integration Agreement), and the Chairman of the Monroe County Board of Commissioners is hereby directed and authorized to execute and cause such Agreement to be delivered to the State on behalf of the County of Monroe.

This Resolution was adopted by the Monroe County Board of Commissioners at a regular meeting held at the Monroe County Board Chambers, Monroe County Courthouse, Monroe County, Michigan, by a vote of a majority of the membership of the County Board of Commissioners, on the _____ day of _____, 2025.

Resolution offered by Commissioner _____, supported by Commissioner _____.

A Roll Call Vote Was Taken As Follows:

YES: _____

NO: _____

ABSTAIN: _____

The Resolution Was Declared Adopted.

David Vensel, Chairman
Monroe County Board of Commissioners

ATTEST:

Annamarie Osment, Monroe County Clerk

MEMORANDUM

To: David Vensel, Chairman, Monroe County Board of Commissioners
From: Plante Moran
Date: October 30, 2025
Re: MIDC Analysis – Preliminary Update as of October 30, 2025

As requested, Plante Moran ("PM," "we," or "our") is conducting an analysis of legal fees paid by Monroe County (the "County") through the Michigan Indigent Defense Commission ("MIDC") program. This analysis focuses on invoices submitted and paid to contracted attorneys between January 1, 2023, and June 30, 2025 (the "Scope Period").

To date, our review has identified several anomalies within select invoices submitted to and paid by the County. We are actively researching multiple potentially problematic issues, which generally stem from the following concerns:

- **Invoices submitted by attorney(s) and paid by the County may have been misleading and/or inaccurate** to the extent that a proper review may not have been possible or, if performed, would have revealed significant anomalies warranting additional supporting documentation, a reduction in payment, or outright refusal of payment until sufficient support was provided.
- **Invoices may include inflated and/or fictitious billings**, such as time billed for tasks not performed (fictitious billings) and/or time billed in excess of actual time worked (inflated billings).

Our analysis is ongoing. While specific findings, issues, and amounts have been identified, most have been presented only at a high level to preserve the integrity of our work. Premature disclosure or action could compromise our engagement.

The purpose of this memo is to:

1. Provide engagement background;
2. Provide a status update on procedures performed;
3. Highlight certain anomalies identified and currently under further review; and
4. Outline remaining steps and the anticipated timeline for completion.

Additional procedures will be required to definitively quantify losses sustained by the County, if applicable. Furthermore, it is possible that definitive conclusions cannot be reached without access to additional documentation outside our current scope (e.g., records in the attorneys' possession). If this occurs, our final deliverable will specify the additional information needed and identify the party we believe holds it.

Background

A. Consultant's Initial Findings

In November 2024, the County engaged a consulting firm to analyze assigned counsel billings submitted to, and paid by, the County. In its final report, the firm identified two attorneys with billing anomalies when compared to other attorneys participating in the MIDC program. Specifically, the report noted:

- **Highest-Paid Attorney (Attorney #1)** was paid \$596,032 covering January 2, 2023, through November 22, 2024. During this period, the attorney billed 5,516 hours (i.e., averaging approximately 56 hours per week, every week, over roughly 22.75 months). The invoices, as submitted by the attorney, purported the following:
 - Work performed on 81 weekend days
 - More than 23 hours worked on four separate days
 - More than 20 hours worked on 16 separate days
 - More than 16 hours worked on 66 separate days
 - Work claimed as performed on 83% of the 691 days in this period
- **Second Highest-Paid Attorney (Attorney #2)** was paid \$478,276 covering January 2, 2023 through December 15, 2024. During this period, the attorney billed 1,393 hours (i.e., averaging approximately 27 hours per week, every week, over 23.5 months). The invoices, as submitted by the attorney, purported the following:
 - Work performed on 113 weekend days
 - 21.52 hours worked on a single day
 - More than 16 hours worked on three days
 - More than 12 hours worked on 19 days
 - Work claimed as performed on 82% of the 714 days in this period

The third-highest paid attorney in the MIDC program received \$310,858, a significant decrease compared to Attorney #1 and Attorney #2 (48% and 35% less, respectively).

B. Research by County Personnel

Notably, it is our understanding that these invoices had been reviewed, approved, and paid by the County. Upon receiving the consultant's findings, County staff indicated that they performed additional procedures, as documented in the June 3, 2025 memorandum from the County's Finance Department to the County's Board of Commissioners:

The detailed review of these subject billings included the MIDC office request for more information from the two (2) attorneys; specifically it was requested that the attorney take one of the days in question and list the events performed for their clients. The first

The County was not satisfied with the attorneys' initial responses, with one attorney merely describing their billing practices and the other essentially refusing to assist the County with their review. The County documented the following additional steps performed:

The Indigent Defense Office along with County Finance reviewed the responses and determined more detail was needed to verify the daily events charged that made up the billing time charge per day on the invoice. Finance created Microsoft Excel sheets with the invoiced workdays and times loaded into the Microsoft Excel sheet; these were provided to both attorneys with a request to write in separately each client and the work performed on that day. The attorneys had to go back through client billing records to verify and complete the data request. The first attorney filled out the Microsoft Excel sheet containing ten (10) days of work with the highest hours. The second attorney refused to fill out any of the Microsoft Excel information.

2

C. Responses from Attorneys

In summary, the attorneys responded to the County's inquiry, as follows:

Highest-Paid Attorney (Attorney #1) Response:

The attorney explained that the 10 highest-billed-days (including the day with 23.8 hours billed), were primarily due to:

- **Block Billing:** Some work recorded on those days actually occurred on different dates. The attorney used a form of "block billing" whereby the performance of multiple tasks are recorded within one entry.
 - To address this lack of transparency, the attorney provided the County its original ten highest-days spreadsheet and indicated the actual dates the line items were performed.
- **Rounding Practices:** Some time inflation resulted from rounding up to the nearest tenth of an hour, which the attorney stated was permitted by County personnel.

Second Highest-Paid Attorney (Attorney #2) Response:

- It is our understanding that this attorney re-affirmed to the County that they had provided all the information they were willing to share and stood by their invoices (i.e., without offering additional explanation, supporting documentation, or assistance to clarify what the County paid for, despite receiving nearly \$480,000 in a two-year period).

D. Memo by County

Also included in the June 3, 2025 memo was a summary of the County's additional research and conclusions regarding these activities. Key points included:

1. Attorney #1 received nearly 125% more than Attorney #2 and almost double the next highest-paid attorney due to the method of case assignment, which was essentially "whoever responded to the email first."
2. Some of the other qualified attorneys also practiced in federal court and, therefore, were limited in the number of cases they could accept.
3. Attorney #1 performed duties within MIDC standards.
4. The bills were considered fair and accurate, and potential inflation from rounding was described as common in the industry.
5. Large daily hour totals were explained as the result of block billing (billing several days of activities on one day).
6. The County confirmed an average of 61.34 weekly hours from January 2023 through July 2024, and 55.67 weekly hours when expanded through November 15, 2024.
7. The County "could not prove or confirm fraudulent billing on cases."

The County also noted:

"As the review took place, changes were made by the [County] Office to practices or procedures related to assignment procedures, caseload distribution, billing software and tracking monthly along with reporting to the regional MIDC office."

E. Concerns by the Board of Commissioners

While these anomalies were conveyed as researched by County staff, we understand that our engagement stems from additional concerns expressed by the Commissioners, including:

1. Attorney #1 maintains a separate practice involving matters unrelated to the MIDC program. Therefore, the average of 56 hours per week billed for MIDC work was **in addition to their other practice obligations**. This appears to conflict with one of the County's indicators for why this attorney received so many hours of work.
2. It was represented that the individual responsible for assigning MIDC cases to attorneys, and potentially reviewing and approving their invoices, had previously worked directly for Attorney #1 at their private practice.
3. No follow-up appears to have been performed regarding Attorney #2, who outright refused to cooperate with the review.

Procedures Performed

We have performed the following procedures:

1. **Interviewed consultants** from the firm that conducted the initial analysis to understand their scope, procedures performed, and evidence relied upon.
2. **Obtained the consultant's workpapers, reports, and source evidence** used in their analysis. Where applicable, we re-performed certain tasks to validate and/or enhance accuracy (primarily due to OCR conversion issues).
3. **Interviewed multiple individuals at various County courts** (1st District, 38th Circuit, Probate/Juvenile) to gain insight into additional information that may be available and relevant to our scope.
4. **Collected source reports and documents** from court-related databases and files.
5. **Performed open-source intelligence (OSINT) research**, including social media, public records, and internet searches, to identify information potentially relevant to our scope.
6. **Aggregated evidence sources and interview notes** for analysis.
7. **Performed analytics and data calculation procedures** to identify potential anomalies and further research previously known anomalies.

Analysis to Date

As noted, we are still actively working through the analysis. This section summarizes our preliminary findings. The level of detail varies to avoid disclosing information prematurely, as doing so could impede the remainder of our work. **It is critical to note** that additional evidence may exist that could support, or provide further context, to the preliminary findings presented here. We caution against any action by the County until our work is complete.

A. MIDC Payment Activity

Our analysis of overall MIDC payments to attorneys resulted in a focus on the same two attorneys flagged by the initial consulting firm. To date, most of our work has concentrated on amounts paid to Attorney #1.

B. Inaccurate Invoices Raise Questions About County Review

The invoices appear to contain numerous inaccuracies, to the extent that the information provided may be so unreliable that definitive conclusions cannot be reached without access to Attorney #1's internal records. Potential issues include block billing across multiple dates, case numbers that do not align with actual cases, and duplicate entries or billings, among others.

As an example, in attorney's response to hours billed on July 27, 2023, when they original billed 23.40 hours, they indicated that 22 of the 46 line items (at least 9.0 of the 23.4 hours) contained time that was actually performed on other dates – resulting in more than 38% of billings on this date being inaccurate. **In just the 10 days' worth of billed time inquired upon by the County,**

Attorney #1 noted more than 220 of the detailed line items contained time from the incorrect day (i.e., nearly 50% contained amounts billed from the wrong date).

Notably, it remains unclear what steps the County took to review, corroborate, and approve these invoices given the anomalies identified. If the County approves, we recommend conducting interviews on this topic as a later step in our analysis.

C. Hours Billed on Dates that Could Not Have Occurred

We have reviewed evidence indicating that certain tasks were billed on dates when it would have been impossible for the work to occur. Multiple instances of these anomalies have been identified and are under further review.

D. Additional Hours Worked by Attorney #1 on Unrelated Matters

Attorney #1 is confirmed to maintain a separate practice beyond the approximately 56 hours per week billed for MIDC matters. We have compiled information identifying additional dates, times, and locations where Attorney #1 worked on other matters to assess the feasibility of the hours billed to the County. Data irregularities have been identified and are currently under further review.

E. Potential Inaccuracies and/or Problematic Representations in Attorney #1's Responses to the County's Prior Inquiries

As noted, the County asked Attorney #1 to review the line items for the "top 10" billed days and provide explanations for how those extreme hours were feasible. In the attorney's response (accepted by the County as reasonable), they stated that many of the hours on those days were inflated because they included work performed on other days.

County personnel indicated they researched these representations and concluded that block billing across multiple days was common in the MIDC program. Our preliminary research suggests that while block billing is common in the legal industry (though often frowned upon), it typically refers to grouping tasks and time by day, not aggregating tasks across several days into a single line item, as Attorney #1 claims. Preliminary findings also indicate that in some legal matters where attorney fees are awarded, courts have penalized block billing by reducing amounts paid. Again, these cases generally involved day-level block billing, not the less transparent practice of combining multiple days into one entry. To opine on the appropriateness of block billing is beyond our scope of work in this engagement.

Instead, we analyzed the updated billing activity if Attorney #1's subsequent explanations were accurate. Specifically, we reviewed a day where Attorney #1 initially billed 23.40 hours:

- July 27, 2023 – originally billed at 23.40 hours.
- Upon follow-up inquiries by the County, Attorney #1 provided line-by-line descriptions of the "actual" dates and times worked.
- We reallocated the updated and purported dates and times, per Attorney #1. This included, at Attorney #1's direction, reallocating 8.2 hours from July 27, 2023 to July 26, 2023.
- **This reallocation resulted in the revised total hours billed for July 26, 2023 (previously at 20.40 hours), subsequently equating to 28.60 hours.**

- We performed similar analyses on other dates with explanations and noted comparable findings, for example, where moving three hours from one date to the “accurate” date caused that new date to exceed 23 hours.

Therefore, even with the “reallocation” or “unblocking” of time, several anomalies remain, which may indicate problematic billings. It is unclear why the County did not identify or research this issue during its follow-up.

Anticipated Completion Date

We anticipate completing our analysis no later than December 19, 2025. This timeline accounts for additional requests and information needed from the courts while minimizing any significant impact on their day-to-day operations.