EMMET COUNTY SHERIFF’S OFFICE

Sheriff
Peter A. Wallin

 Undersheriff
Michael L. Keiser

2019 Annual Report
Law Enforcement Division Organizational Chart

Sheriff

Undersheriff

(3) Bailiff’s
0800-1600

Administrative Staff
0800-1600

Lieutenant
0800-1600

Sgt. Detective

Drug Diversion Detective

SANE Detective

School Resource Officer

Administrative Sergeant
0800-1600

Animal Control Officer
0800-1600

Patrol Sergeant A
0600 Hrs.-1800 Hrs.

Patrol Sergeant B
1800 Hrs.-0600 Hrs.

Patrol Sergeant C
0600 Hrs.-1800 Hrs.

Patrol Sergeant D
1800 Hrs.-0600 Hrs.

Marine / Snowmobile
Sgt.

Patrol Deputy (Flex)
1200-0000

Marine / Snowmobile Deputy

Day Shift Deputy
0600-1800

Night Shift Deputy
1800-0600

Day Shift Deputy
0600-1800

Night Shift Deputy
1800-0600

Day Shift Deputy
0600-1800

Night Shift Deputy
1800-0600

Day Shift Deputy
0600-1800

Night Shift Deputy
1800-0600

(3) Bailiff’s
0800-1600
2019 ACCOMPLISHMENTS

The Emmet County Sheriff's Office Annual Report for 2018 outlined goals for 2019. The following pages list the 2019 goals and the results of these projects.
2016 Goal-Radios

• Study process to obtain new radios that will work with CCE radios for the next 10 years.
  – Current radios are no longer serviceable by manufacturer due to age.

Update: CCE developed a plan for radio replacement. We would like to thank the Emmet County Board of Commissioners for supporting this life safety issue. This has been a long term goal since 2016.

800 MHZ radio replacement scheduled for Summer 2020.
Goals for 2019

• Active Shooter Body Armor Project
  - We are obtaining bids for body armor and will submit for a purchase order as soon as possible.
  Update: 15 active shooter vests purchased, currently being carried by patrol deputies in case of such an incident.

• Capital Improvement Vehicles
  Update: Ordered through a leasing program, 3 patrol units and 1 Transport Van equipped and placed into service.
Goals for 2019

• Obtain two additional licenses for the Axon body cameras
  - We have obtained a bid and are working through the procurement procedure to obtain them.

Update: Two licenses attained, more additional storage for the cameras was also purchased. The Axon body cam system continues to be invaluable for obtaining evidence and liability mitigation.
Goals for 2019

• Evidence Room

  - We are developing new procedures for the handling, processing, and storage of evidence.

  Update- The CCE’s purchase and transition to a new Records Management system will include an Evidence Management Module allowing us to update our evidence processing to a digital format including bar code printing and scanning. Expected implementation in 2020.
The following courses were attended by Deputies in 2019 Online through the Virtual Academy

- Combating Human Trafficking
- Police Health and Mental Wellness
- De-escalating for Law Enforcement
- Statement Analysis Interviewing Techniques
- The Root of Violence Part I: Lessons from Jonesboro on School and Gang Violence
- The Root of Violence Part II: The External Threat and Predicting Terrorist Attacks
- The Root of Violence Part III: School Violence Prevention & Management Tactics
- Child Sex Abuse (5th edition)
- Human Fatigue in 24/7 Operations
- Mental Illness (3rd edition)
- Packaging & Submission of Forensic Evidence
The following courses were attended by Deputies in 2019 Online through the Virtual Academy

- Personnel Issues
- Reducing Liability for Smaller Agencies
- Responding to an Active Violence Event
- CCLP - Arrests and Terry Stops & Warrantless Searches (Exceptions)
- Use of Force
- Performance Management
- Firearms Training - M1911A1 Pistol
- Firearms Training - Remington 870
- Team Building for Command Staff
- The Leadership Role in Public Service
- Practical Kinesic Interviewing Part 1
- Practical Kinesic Interviewing Part 2
The following courses were attended by Deputies in 2019

- Security Awareness Training Level 1, 2, 3 Module A, 3 Module B
- IS-100.c: Introduction to Incident Command System, ICS-100
- IS-200.b: ICS for Single Resource and Initial Action Incidents
- IS-700.b: An Introduction to the National Incident Management System
- IS-800.c: National Response Framework, an Introduction
- Axon Academy certified Taser Instructor
- In house training: Evidence Handling Procedure Update
- In house training: Obtaining a Search Warrant Training
- In house training: Obtaining a Proper Written Statement
- In house training: PPCT-Human Factor Group Refresher
- Conducted Electrical Weapons: Michigan Law and Policy
- Harassment Prevention: A commonsense Approach-Employee eLearning
- UAS (Drone) Operations for Law Enforcement
- In house training: PPCT-Human Factor Group Refresher
- In house training: Emergency Vehicle Operation (EVO) refresher
The following courses were attended by Deputies in 2019

• Advanced Course on The Reid Technique of Interviewing and Interrogation
• “Reading” Victims & Judging Credibility-Best Practices in Promoting Victim Centered Investigations & Prosecutions Webinar
• Foundations of Sexual Assault Investigation for the Rural Officer Online
• Sexual Assault Investigation for the Rural Executive Online
• Sexual Assault Investigation for the Rural Officer Online
• Human Trafficking Training
• Dive Training
• Dive Training: Equipment training and field maintenance at Scuba North
• Dive Training: Antrim County
• Dive Training: Walloon Lake
• Dive Training: Harbor Point
• Safe Kids: School Bus Safety
• Safe Kids: Car Seats 201
• Safe Kids: Vehicle Safety 201
The following courses were attended by Deputies in 2019

- Taser X2 CEW v.21 User Certification Course
- Vehicle CQB Operator Course
- Certificate of Completion in Alere DDS2 Mobile Forensic Test System Training
- Oral Fluid Drug Testing-Collection Procedure
- Drug Evaluation and Classification Program Certified DRE
- Speed Measurement Operator Training
- Intermediate ICS-300 for Expanding Incidents
- A Dangerous Defense: “Blackout” in Alcohol Facilitated, Non-Stranger Sexual Assault Cases Webinar
- Certification by the Professional Canine Handlers in Tracking and Narcotic Detection
- Safe Kids: Using Rear Facing Car Seats Beyond Age One
- Safe Kids: Emergency Transport
- In house training: Taser Recertification
- The REID Technique of Interview and Interrogation
Special Programs 2019

• Victim Services Unit
• School Resource Officer
• Emergency Response Team
• K-9 Unit
• Bailiffs
Victim Services Unit
2019

- The Victim Services Unit (VSU) was created by Sheriff Wallin in 2003.

- 2019 VSU Activities:
  - 48 calls for service
  - 205 Victims Assisted
  - 1.656 Miles driven by VSU members
  - 6 Meetings
  - 10 members attended Citizens Academy
  - 1 new advocate training held

- Types of calls for assistance in 2019:
  - unattended/unexpected death
  - accident
  - drowning
  - suicide
  - Fire
  - Overdose
  - Sexual assault

- 23 VSU members at the end of 2019
School Resource Officer
2019

- The School Resource Officer (SRO) is assigned to Pellston Public Schools, Alanson Public Schools, Petoskey Concord Academy, Lakeview Academy, Taylor and St. Michael Academy.
- The SRO is an important part of the school community. The SRO provides police services on school campuses as well as working with schools on providing students further education on a variety of topics and resources.
- SRO participates in all school lockdown drills and emergency planning.
- SRO coordinates annual emergency response training and building familiarization for office members.
- SRO teaches Teaching Educating And Mentoring (T.E.A.M.) safety lessons.
- The SRO is available to counsel students and their parents on school law and safety.
- SRO participates in community programs, such as Shop With a Hero and Substance Abuse Free Environment, SAFE. These programs build positive relationships between law enforcement and youth.
- The SRO investigates the majority of cases involving school age children in Emmet County.
- Bridges the gap between Law Enforcement and students.
Northern Michigan Mutual Aid Emergency Response Team

• The Emergency Response Team (ERT) is a highly trained and organized tactical unit, which was developed and is deployed by eighteen Sheriffs in Northern Michigan District II Sheriff’s Group. This team was divided into three geographical area teams. They are responsible, when called upon, to handle armed barricaded suspects, high risk warrant services, drug house raids, hostage situations and terrorist events.

• The mutual aid compact allows services to be brought into each county as needed with fiscal responsibility being spread out to each agency. Therefore, a critical incident will not deplete local budgets of individual agencies and municipalities.
Northern Michigan Mutual Aid Emergency Response Team

• Each new member attends a week of basic training at Camp Grayling. Monthly training occurs every third Wednesday regardless of inclement weather. A 3 day training occurs in September at Camp Grayling for all members. Members also seek any training available throughout the year if it falls within fiscal limitations. Certification testing is done annually to keep standards high within the team on skills ranging from firearms, physical fitness, knowledge of criminal law, use of force/control, and communication.

• We are able to bring the quickest available response to critical incidents because of our membership on the team.
Northern Michigan Mutual Aid Emergency Response Team

• On August 25, 2019 in Clare County they received a report of a male suspect who had shot his wife inside a home. Family members and the home owner were able to escape the residence. The suspect was believed to still be inside the home. Entry was made into the house after exempts to make contact with the suspect were exhausted. The victim was found deceased from her wounds and the suspect was found dead from a self-inflicted gunshot.

• On December 26, 2019 in Grand Traverse County they received a report of a male shooting suspect camping out on the Boardman River. A perimeter was set up around the area where the suspect was believed to be. With the help of Grand Traverse County’s drone, we were able to locate a camping site. Several teams were sent into the woods to secure the campsite. After calling out the suspect he was detained for questioning about his involvement in the shooting. He was later released.
K-9 Unit

- K-9 Ares born in Poland June 3, 2013, German Shepherd
- Ares handler is Deputy Poumade
- Ares is trained to:
  - Locate hidden narcotics - Ares is certified in narcotics detection by the National Association of Professional Handlers (NAPCH)
  - Locate people - Ares is certified in tracking by NAPCH
  - Protect her handler
  - Physically apprehend fleeing criminals
- School and other civic organizations request for demonstrations.
K-9 Unit

• Ares and Deputy Poumade train regularly with a group consisting of:
  – Cheboygan County K-9
  – Charlevoix County K-9
  – U.S. Border Patrol
  – U.S. Forest Service K9

• Ares has been requested many times for narcotics detection and tracking by our department and several other local police departments from as far away as Presque Isle County.
SUMMARY OF BAILIFF POSITIONS 2019

• The Sheriff’s Office has three deputies assigned to bailiff duties. Bailiff duties include mortgage sales, evictions, county building security, transporting prisoners to and from court, court room security, non-sufficient fund checks, Minor reports from incidents that happen within the Emmet County jail, prisoner transports to outside facilities and limited civil process.
• 51 evictions were handled by the Emmet County Sheriff’s Office Bailiffs.
• 155 prisoner transports were conducted by the Sheriff’s Office in 2019. A total of 570 hours were spent on prisoner transports. The majority of prisoner transports are handled by the bailiffs.
• Investigation of bad check complaints are conducted by the bailiffs. The Sheriff’s Office conducted 21 bad check investigations during the year.
The 416 (secondary road patrol) car is a partially state funded, traffic enforcement only patrol unit. The 416 car patrols secondary roads and spends very little time on primary roads. The 416 car is used to deter violations in problem areas through presence and enforcement.
The Casino Car was created through a Casino Revenue Sharing Grant. The Casino Car handles complaints and provides traffic enforcement in the townships surrounding the Odawa Casino. The Casino Car has been a valuable asset in dealing with the increased demand for law enforcement created by the casino.
2019 Priority of Calls

- Citizen calls for service received by Central Dispatch are prioritized and assigned to the closest available patrol unit. The following chart reflects calls given to our deputies, deputies activities reported to Central Dispatch, and the priority level assigned to the call by Central Dispatch.

Examples:
- Priority 1: assault in progress, unknown injury accident, bank alarm, breaking and entering in progress, dead person, personal injury accident, trapped response, all responses that require rapid response to prevent injury or loss of life
- Priority 2: armed subject, assault, domestic dispute, criminal sexual conduct, mental subject, panic / intrusion alarm, disturbance disorder, stolen property
- Priority 3+: breaking and entering, boat accident, car deer accident, driving violations, extra patrol, fraudulent activities, hit and run accident, larceny, malicious destruction of property, missing person, minor in possession, parking violations, assist other agency, private property damage accident, property damage accident, suspicious situation/suspicious person, vehicle in ditch, animal complaint, attempt to locate, bad checks, all other activities reported to central dispatch.

Source: CAD Response Time 1-1 to 12-31-19 EMSH
Traffic Enforcement Statistics

Chart above is a total of all Uniformed Services Deputies’ traffic enforcement activity, excluding the 416 car and the Casino car.
Vehicle crashes are broken down into four categories. Property damage accident reports are required for any crash that occurs on a road or highway and results in $1000 or more in vehicle or property damage. Crashes with personal injuries require a report, regardless of the location of the crash or property damage. Private property crashes are property damage accidents that do not occur on a public roadway. The majority of private property accidents occur in parking lots near shopping areas. Fatal accidents include vehicle crashes resulting in death, regardless of location or vehicle type.
Non-criminal activity covers a wide range of services provided by the Sheriff's Office. General assistance complaints include those that might not require police response, but a deputy responds to help a citizen or other agency. Suspicious situations are recorded when something was reported or noticed to be unusual, the officer investigated the information and a criminal investigation did not result. General non-criminal complaints consist of the calls for service that do not meet the elements of a crime. Civil disputes include family problems where an assault has not taken place and other disputes between parties where a crime has not been committed. Deputies respond to civil disputes to keep the peace and give parties other options for civil dispute resolution.
The sizable difference between contacts and verbal warning indicate that the majority of boaters follow the marine safety laws. The Sheriff’s Office approach to promoting marine safety is education and awareness. The Marine Deputies educate young boaters as well as experienced boaters through Marine Safety classes. Marine Deputies promote awareness through patrolling our lakes and rivers, conducting safety checks and showing a police presence on the water. When violations do occur most are handled with a verbal warning and some on scene education.
The Sheriff’s Office approach to Snowmobile Patrol is very similar to that of Marine Patrol with a few exceptions. Education and awareness are promoted through the Snowmobile Safety Course taught by the Snowmobile Deputies and patrol. The number of contacts are much higher than the number of verbal warnings, indicating a high level of compliance to the laws.
Security Checks / Residential

- Sheriff Wallin Implemented Policy and Procedure for Security/Residence checks in 2009:
  - Citizens request security checks by completing a request form with appropriate information.
  - Checks are assigned to deputies who conduct them during regular patrol, once a week, additional checks may be done at officer’s discretion, as time allows.
  - Checks are documented using the in-car computer and computer automated dispatch.
  - Checks are monitored and a letter is sent to the property owner at the end of the requested check time period.
  - Positive feedback from citizens has been substantial.

- Benefits
  - Most security checks are requested in the non-summer months when complaint and traffic enforcement volume is lower.
  - 428 property checks were conducted by Deputies in 2019 including:
    - Business properties
    - requested property checks
    - random checks
  - Residential security checks require patrol time in low traffic areas and cause patrol patterns to vary.
  - Increased protection of property.
  - Positive relationship building with citizens.
The Animal Control Officer handles all non-emergency domestic animal complaints in the county. The Sheriff’s Office spent 748 hours on animal complaints generated through 911. This figure only represents the amount of time spent on the original investigations and does not include follow up, nor does it include calls that initiated through the Road Patrol office. A vast majority of these complaints are handled by the Animal Control Officer.
These figures are from all dispatched/recorded events from the CCE dispatch center. They include all reportable events as well as non-reportable events. Reportable events are events that are of a criminal nature, or require some sort of documentation of the officer’s activities. Non-reportable events still require our attention, but not necessarily a report.
The Sheriff’s Office responded to all types of calls for service in 2019. The chart above lists the most time consuming calls for service. The chart reflects the total hours spent by deputies taking the initial complaints. Deputies spent an additional 1,305 hours on these cases conducting follow up work.
Goals for 2020

The Sheriff’s Office identifies goals by evaluating the law enforcement needs of the community. The goals section of the annual report identifies special projects for the upcoming year. The Sheriff’s Office continually investigates outside funding sources for programs that will benefit the citizens and enable the office to achieve the ultimate goal of providing the best law enforcement services available to the people of Emmet County. Benefits to the citizens versus the cost is always a consideration prior to the proposal of special projects.
Goals for 2020

• Training and implementation of 800 MHZ radios to used by all deputies.
  – Sheriff’s employee will attend instructor training for the 800 mhz radio system
  – Each employee must attend approximately 32 hours of radio user training.

• Implementation of new Records Report System
  – will advance our records system, reports format and evidence room documentation
Goals for 2020

• Deputy to attend Accident Investigator Reconstruction School (AI 9), to replace former AI 9 certified investigator.

• Obtain FAA licensing for DRONE pilots.

• Purchase new PWC’s for Marine Division.
Sheriff’s Office will utilize OPSG funds to conduct operational law enforcement activities on an overtime basis. Additionally funds will be used for vehicle fuel and approved equipment purchases.

– FY2019 OPSG grant funds will be awarded in 2020
– Grant funded patrols anticipated to begin in June 2020.
– TruNarc, hand held Narcotics Analyzer, will be purchased with OPSG funding and training will be provided to Deputies.
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The Emmet County Correctional Facility was built in 1967. At that time the total housing capacity was 20 inmates, with an average daily population of 6 inmates.

In 1983, the facility was expanded to house 27 inmates. The average daily population in 1984 was 15 inmates. As a result of an increase in the inmate population, double bunking was added in 1988 and 1990, which increased the housing capacity of the facility to 33 inmates.

In 1997, in order to provide housing for inmates on work release, an additional 14 beds were added, bringing the total housing capacity to 49 inmates, with an average daily population of 38 inmates.

Again in 1999, the facility was expanded bringing the total housing capacity to 69, with an average daily population of 52 inmates.

To keep up with the rising inmate population, the facility was expanded in 2006, bringing the total housing capacity of the facility to 103 inmates. The average daily inmate population for 2019 was 71 inmates.
History & Current Assessment

- The Emmet County Corrections Division currently operates twenty-four hours per day, three hundred sixty five days per year, with staffing of a Jail Administrator, four Sergeants, and twelve Correction Officers working two twelve hour shifts. One Correction Officer is assigned to manage the inmate work release/crew programs.

- The facility is comprised of maximum, medium, and minimum security housing areas. The facility also has four temporary holding cells, with two of these cells being used for detoxification purposes.

- The population consists of both adult male and female, sentenced and non-sentenced inmates who are incarcerated for a civil, misdemeanor, or felony charge. The facility frequently houses State prisoners that are in violation of their parole and are awaiting return to the Michigan Department of Corrections. The County is reimbursed from the State, at the current rate of $35.00 per day per inmate, to help cover the cost of housing expenses for State prisoners.
The following inmate population data is represented as the total number of inmates admitted to the facility for the year 2019.

Inmates Lodged by Race
Inmates on Work Release/Crew Program

See pages 13 & 14 for explanation of these programs.
Corrections Division Budget

- The total amount in expenditures to operate the Correctional facility for 2019 was $1,903,985.00 with an initial budget of $2,024,844.00.

- For the year 2019, the average daily cost to house an inmate was $55.19. This amount is significantly higher than the average daily cost for 2018. The increase is primarily due to higher costs for inmate medical expenses along with employee wages and health insurance.

- 2019 Fees Collected
- In order to alleviate the entire financial burden to house inmates upon taxpayers, Michigan legislature authorizes the County to seek reimbursement from inmates for housing and medical expenses. In accordance with this legislature, the Emmet County Board adopted a fee structure to collect housing and medical expenses from inmates. In addition to the collection of housing and medical fees charged to inmates, the facility receives commissions from inmate telephones and credit card bond services.

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<td>General Housing</td>
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Corrections Division Operations

Administrative
• The Jail Administrator is responsible for planning, organizing, and implementing the operations, budget, personnel schedule, policy and procedures for the Corrections Division. The Jail Administrator is directly accountable to the Sheriff and Undersheriff for implementation of all Sheriff’s orders and direction concerning the operation of the Emmet County Correctional Facility.

• Command Personnel
• The Corrections Division is comprised of three Sergeants and one Corporal who serve as first line supervisors and to oversee the operation of each shift; the Sergeant/Corporal position requires three years of related Corrections experience.

• Corrections Personnel
• Staffing of the facility is comprised of twelve certified Correction Officers that are assigned to various duties in the facility; one Correction Officer is assigned to supervise the inmate work release and work crew programs. The Correction Officer position requires, at a minimum, that each officer to have successfully completed a 160 Hour Corrections Academy and maintain at least twenty hours of in-service training on an annual basis.

• Each Correction Officer has a vital role in the efficient operations of the facility. It’s essential for all Corrections personnel to work together as a team to provide for the safety, security, and control of all inmates in the custody of the Sheriff. Some of the daily routine duties performed are:
  – Monitor inmates for compliance of rules and regulations of the facility
  – Admission and Release of Inmates
  – Fingerprints and Photographs
  – Inmate and Cell Searches
  – Inmate Classification

• Work Release/Crew Program Coordinator
• One Correction Officer is assigned to supervise the operation of the work release/crew programs. Their primary responsibility is to verify the inmates have court approval to participate in the program, approve the employment location, administer random drug or alcohol testing on the inmates participating, and perform periodic on site checks at the inmate’s work location.
Corrections Division Operations

- **Support Personnel**
  - The support personnel is comprised of one Office Manager and a Housing Reimbursement clerk. Some of the varied responsibilities of the Office Manager include:
    - Supervision of all Administrative office functions and personnel
    - Issue purchase permits and register weapons for the public
    - Management of all the Registered Sex Offender records of the Sheriff’s Office
    - Disburse bond money to the courts
    - Entering warrants in LEIN
    - Coordinate court schedules and paper service
    - Sort and distribute mail for the inmates and Administration

- Some of the Housing Reimbursement Clerk’s responsibilities include:
  - Management of inmate accounts
  - Reconciliation of Inmate Trust account
  - Organize and file inmate files
  - Balance all cash drawers and prepare deposits daily
  - Disburse funds collected for accounts associated with inmate housing and medical expenses
  - Prepare monthly reports for all fees collected for the facility

- **DIVISION TRAINING**
  - **In-Service Training**
    - The Michigan Sheriff’s Coordinating and Training Council, under the authority of the Local Corrections Training Act- 125 of 2003, requires for each Correction Officer to receive, at a minimum, twenty hours of training in an approved Corrections related topic on an annual basis. During 2019, the Corrections Division personnel received a total of 615 hours of training.

- The following are some of the training courses attended by the Jail Administrator
Corrections Division Operations

- and Corrections Division personnel in 2019:
  - Correctional Law
  - Inmate Classification
  - Custody and Security
  - Electronic Control Devices
  - Suicide Awareness
  - First Aid/CPR/AED
  - Report Writing
  - Drug Recognition

- Corrections Training Officer Program (CTO)
  - The Corrections Training Officer program, which is supervised by the Command personnel, is responsible for ensuring that each new Correction Officer receives the necessary training to face the challenges of the Corrections environment and for producing a well qualified Correction Officer to represent the Sheriff’s Office.
  - The Corrections Training Officer program provides a new Correction Officer with nine weeks of extensive one on one training with an assigned Corrections Training Officer.

- FACILITY INSPECTION
  - Michigan Department of Corrections
  - The facility is audited annually by the Michigan Department of Corrections County Jail Services Unit. The purpose of this audit is to conduct an in depth evaluation in all aspects of the operation of the facility. Some of the key requirements that must meet the Michigan Department of Corrections standards are:
    - The facility must maintain written policy and procedures that must meet the requirements of each Administrative rule
    - Training for all Corrections personnel in emergency response and the use of chemical agents and force
    - Adequate staffing of the facility
    - Fire inspections and testing of equipment
    - Evacuation plans are documented and drills are conducted quarterly with Corrections personnel
    - Monthly sanitation inspections of the facility and kitchen areas
    - Maintains adequate inmate health care
Corrections Division Support Services

- **Medical Services**
  - The jail physician and nurse provide medical services to include dental and mental health related referrals for inmates incarcerated in the facility. All inmate medical services must meet standards established by the Michigan Department of Corrections and is audited annually for continued compliance. Medical services include, but not limited to:
    - Inmate Health appraisals
    - Treatment of pre-existing conditions
    - Inmate sick call
    - Preventative care
    - Infectious disease and control
    - Medical clearance for work detail

- **Mental Health Services**
  - Mental health services is provided to inmates by staff from North Country Community Mental Health. The services they provide includes twenty-four hour emergency mental health evaluations, referrals for treatment or hospitalization, court ordered mental health assessments, and the continuation of case management for current mental health clients.

- **Inmate Meal Services**
  - Staff from Canteen Services of Northern Michigan is responsible for providing inmates three nutritional meals per day. The kitchen staff consists of one full time Food Service manager, and one part time cook. Inmate trustees also help in the kitchen to wash dishes, clean kitchen area, and serve meals to the inmate population. For the year 2019, a total of 76,924 meals were served at an average cost of $2.10 per meal.

- **INMATE PROGRAMS**

  - **Program Goals**
    - The primary goal of the Corrections Division is to obtain the most effective inmate programs at minimal cost, if any, which may provide for an inmate a more positive and productive transition back into the community. The following is a brief summary of each individual program provided at the facility.

  - **Work Release**
    - The work release program allows an inmate
Corrections Division Support Services

- to maintain current employment which helps them pay court/probation fees, victim restitution, child support, or to maintain his/her personal assets.

- Inmates that participate in the work release program are charged a $20.00 daily housing fee. Since the inception of the work release program in the late 1990's it has proven to be a valuable asset to the facility due to the significant revenue generated which help defray the costs associated with inmate housing and medical expenses.

- **Work Crew**
  - The work crew program allows an inmate to work for an approved non profit organizations within the community performing a variety of duties such as washing dishes, serving food, custodial services, grounds maintenance, snow removal, painting, sort and package cardboard, newspaper, aluminum and other recyclables.

- **PA 511 Community Corrections**
  - The primary purpose of this program is to provide an offender an alternative punishment such as electronic monitoring, substance abuse treatment programs, or community service work to offenders who would otherwise be incarcerated. Offenders must meet the programs assessment and/or screening criteria and be approved through the to be eligible to participate.

- **Substance Abuse Education**
  - The goal of these services is to provide an inmate with information regarding substance abuse dependency, to help assist them in making a self assessment, and to develop a plan of action to make positive life changes, both while incarcerated and upon release. This service is provided a minimum of once per week by staff from Harbor Hall.

- **Alcoholics Anonymous**
  - Volunteers from our community help support this program for both male and female inmates. This program is intended to lend an inmate fellowship and support for alcohol dependency. Meetings are held once per week at the facility.

- **Thinking Matters**
  - This is a Cognitive Restructuring program that forces inmates to evaluate their attitudes and beliefs that motivate their thinking patterns and behaviors. It helps the inmate identify critical thinking errors that may lead them to repeated illegal, negative, or destructive behaviors. This program challenges an inmate to develop new thinking patterns that if successful, over time, will establish new attitudes and beliefs therefore changing behavior. This program is provided a minimum of once per week at the facility by staff from Harbor Hall.
Corrections Division Support Services

• **SCORE**
  Volunteer business mentors from the Tip of the Mitt SCORE chapter offers inmates a workshop called Fundamentals of Starting or Growing a Business. The workshop gives an overview about how to start a business including key elements of operations, marketing and sales, financial matters and how to develop a business plan.

• **Church Services/Bible Study**
  Inmates incarcerated in the facility are free to practice their faith provided the security and operation of the facility is not compromised. The Jail Chaplain or volunteers from within the community provide non denominational religious services, spiritual counseling, and bible study at the facility at a minimum of once per week. The Jail Chaplain will provide an inmate whose faith is not represented by volunteers assistance in identifying a person from the community that represents their faith.

• **Inmate Commissary**
  The Swanson Services Corporation provides commissary services to the inmates on a weekly basis. Various items such as chips, candy, games, writing materials, personal hygiene and clothing products that are not provided by the facility to inmates are available for an inmate to purchase through their inmate commissary account. All profits generated from the commissary service benefit the inmate population and may be used to pay for the following items:
  - Supplies for the Inmate programs
  - Books and puzzles
  - Inmate program fees
  - Popcorn supplies
  - TV’s and cable fees
  - Local newspaper subscription fees

  • The total for inmate commissary sales for the year 2019 was $81,487.00.

  • The facility also has prepaid phone time available for inmates to purchase. Prepaid phone time allows for an inmate to call family and friends at a discounted rate instead of paying a higher collect call charge. The total for phone time sales in 2019 was $64,813.00.
Emergency Preparedness

- The Corrections Division is prepared for all types of emergencies, with written plans of action for:
  - Fires
  - Evacuation
  - Escapes
  - Severe weather
  - Riots and disturbances
  - Hostage situations
  - Inmate injury, illness or death
  - Suicide attempts
  - Hunger strikes

- Corrections Emergency Response Team (C.E.R.T.)
- In 2003, a Corrections specific tactical team was formed to handle emergency situations involving violent inmates within the facility. The Corrections Emergency Response Team is comprised of nine specially trained Correction Officers who train regularly in self defense tactics, cell extractions, and high risk transports. All of the C.E.R.T. members practice these techniques using the minimum use of force necessary to safely and effectively take control of emergency situations. If the C.E.R.T. responds to an incident in the facility, the entire incident is captured on video and stored for future reference and training purposes. There were not any C.E.R.T. responses during 2019. The decline in responses over the past few years is most likely due to the inmates knowing that the C.E.R.T. exists and will respond if needed in all emergency situations.
Corrections Division Awards & Recognition

• Awards and Recognition
  – Correction Officer Todd Blumke received the 2019 Correction Officer of the Year Award
  – Corporal Ben Britton, Correction Officer Brad George, Correction Officer Erin Chase, and Correction Officer Todd Blumke received a Certificate of Achievement Unit Citation

• Recognition
  – Correction Officer Joe Idalski- 20 years of service
  – Correction Officer Chris Hansen- 15 years of service
  – Corporal Ben Britton- 10 years of service
  – Correction Officer Casey Hayes- 1 year of service
Corrections Division Accomplishments

- The Corrections Division continually searches for ideas or programs to improve the day to day operations of the facility. The usual statistics documenting some of their accomplishments are included in this Annual report, but the statistics do not tell the whole story of their dedication. Below is a review of some of their efforts that are not readily revealed in a spreadsheet.

- **Highlights for 2019**
  - The County signed a two year agreement with Lexipol to assist with creating a custody manual for the Corrections Division. Lexipol uses Michigan case law, current standards, and best practices in developing comprehensive policies and procedures to help minimize risks and costs associated with litigation. Due to the project being extremely labor intensive it was not completed in 2019. Staff from the Corrections Division along with the Jail Administrator will increase efforts to complete the project in 2020.

  - The Administration along with the Corrections personnel worked diligently at achieving and maintaining 100 percent compliance rating from the Michigan Department of Corrections. Again in 2019, the Corrections Division met the Michigan Department of Corrections standards and received 100 percent compliance rating making this our sixteenth year in a row for achieving this rating under the current administration.

  - Corrections Division staff received training on report writing policy and procedure and an updated response to resistance reporting form.

  - Proposals to replace the counter tops and cabinets in the control room are being reviewed at this time.

  - The Corrections Division hired one new Correction Officer.

  - Funding options to purchase each Correction Officer a Body Worn Camera was researched. Before committing to purchasing the Body Worn Camera’s it was decided that a Sergeant from our Corrections Division would be assigned to use the camera to evaluate the pros and cons of using the device in the jail environment.

  - In order for us to streamline our Correctional facility operations and improve compliance an inmate activity management software using a mobile device was explored. One proposal was received that provided a wide range of options that can be easily modified to fit our facilities needs. This project will be revisited in the future when the new jail management system is installed next year.
Goals and Objectives

• It is the mission of the Emmet County Correctional Facility to provide a safe, secure, functional and humane environment for every person we have contact with. We are committed to providing correctional services that are fair, impartial, effective, and in compliance with the laws and standards of the State of Michigan, while managing the public’s resources in the most efficient manner possible.

• We will be responsible for our conduct, both professionally and personally. We will be honest, fair, and treat others with respect. We hold ourselves accountable to each other as well as to the public which the Correctional Facility serves.

• Our goals for the year 2020 are to continue meeting the mission and value statements listed above, provide inmates the best medical and mental health care available, provide programs to assist inmates in the reintegration into the community, ensure we plan for future correctional needs by developing well trained professional Correction Officers and a facility that adheres to standards of the Michigan Department of Corrections.

• The mechanisms we believe that will enable us to fulfill these are to utilize funds generated from the state booking fee to give Corrections personnel optimal training opportunities, to provide an in-depth analysis of all inmate programs offered to inmates, including health care services, with results being compared to other Correctional Facilities, for the Administration and Corrections Division personnel working together to maintain a facility that is in compliance with standards of the Michigan Department of Corrections.

• The expected results of meeting our primary goals will impact the Corrections Division personnel by inducing pride and respect for the professional management of the Emmet County Correctional Facility. In addition to meeting the primary goals, the Corrections Division will work on accomplishing the following specific goals in 2020:
  • An amendment to our master services agreement with Securus Technologies will continue to deliver inmate telephone services. This amendment will provide basic tablets for the inmates to use. The tablet includes games, movies, music, and books for inmates to purchase along with a module for inmates to use to visit and e-message their family and friends.
  • Collaborate with our current inmate commissary vendor to have a kiosk installed in the front lobby and booking room to collect inmate deposits and post bond.
  • Install a new jail management system.
  • Apply for a Risk Avoidance Program grant from Michigan Municipal Risk Management Authority to purchase a new taser for the jail.
Summary

• The primary purpose of this Annual Report is to serve as a goal orientated planning tool for the future and to inform the citizens of Emmet County or other interested persons of the current status of the Emmet County Correctional Facility.

• This report is not intended to be an in depth explanation of the day to day operation but rather was intended to provide a general insight about the facility. The data was presented in both a qualitative and quantitative manner in efforts to better disseminate the information presented.

• The primary function of the facility is to provide detention services for all Law Enforcement agencies within Emmet County while administering the facility according to the statutes and standards of the State of Michigan.

• This report reflects the ongoing efforts of the twenty Corrections Division personnel at the Emmet County Correctional Facility.