



Muskegon County
Courts & Public Safety Committee

Darrell Paige, Chair
Kim Cyr, Vice-Chair

January 16, 2025 at 4:00 PM

via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of December 12, 2024

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/01-01 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office receiving a transferred 2001 Ford Cutaway Van on an F-350 chassis from the Wyoming Police Department free of charge for the vehicle/equipment. Permission is also being requested to sell through the contracted vehicle maintenance provider (Emergency Services, LLC) a 1999 Chevrolet C3500 box truck which has reached its useful life.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

CPS25/01-02 **(Circuit Court/Alisha Riedl)** Move to amend the funding of all salary and fringe expenses associated with Position # Q27518, effective 10/01/2024, to reflect the following: 50% (\$40,269.73) to 2150-0142; 10% (\$8,053.95) to 1010-0132 and 40% (\$32,215.78) to 1010-0351.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None
Passed 7:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:09 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

February 13, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:30 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Anne Seuryneck, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of January 16, 2025

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/02-03 **(Prosecutor/DJ Hilson)** Move to authorize the Prosecutor to accept the FY2025 Byrne JAG - WEMET grant (MSP JAG-70834-W.E.M.E.T.-2025) in the amount of \$14,313.00, and authorize the County Administrator and Finance Director to sign the grant.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Chris McGuigan

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

Passed 7:0

CPS25/02-04 **(Prosecutor/DJ Hilson)** Move to add one (1) Assistant Prosecuting Attorney position (wage grade AP) and one (1) full-time Crime Victim Rights Coordinator (wage grade 7) with the appropriate step based on experience and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:37 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

March 13, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of February 13, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/03-05 **(Sheriff/Michael Poulin)** Move to accept and sign the FY2025 Byrne JAG – WEMET grant for the Sheriff's Office in the amount of \$14,313.00 and authorize the Board Chair to sign the grant.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

Passed 7:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:03 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

April 17, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:15 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of March 13, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/04-06 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office submitting a request for FY2026 Congressionally Directed Spending (CDS) appropriations through Senator Gary Peters' office.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: Passed

CPS25/04-07 **(Public Defender/Amy Campanelli)** Move to authorize the Muskegon County Public Defender's Office to apply for and accept the renewal of the Michigan Indigent Defense Commission (MIDC) grant for FY2026 upon approval by the MIDC and authorize the Board Chair to sign the contract.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

CPS25/04-08 **(Prosecutor/DJ Hilson)** Move to reclassify Prosecutor Digital Media Discovery Coordinator position N27602 (Wage Grade 8) to Prosecutor Investigator (Wage Grade 20) and place the incumbent at Step 1 effective April 1, 2025.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

CPS25/04-09 **(Circuit Court/Alisha Riedl)** Move to assign the Recovery Court Specialist classification to a wage grade 7.

ACTION: Moved by Commissioner Chris McGuigan, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:27 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

May 15, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner J. Brett Herman
Commissioner Chris McGuigan (arrived at 4:06 p.m.)
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Michelle Hazekamp

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Leslie Abdo, Corporate Counsel (via Zoom)

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of April 17, 2025

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/05-10 **(Sheriff/Michael Poulin)** Move to approve the donation and authorize the Clerk to sign over the title of one (1) 2017 Ford SUV Interceptor to the Muskegon Area Intermediate Career Tech Center.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

CPS25/05-11 **(Sheriff/Michael Poulin)** Move to enter into a one (1) year agreement, to be renewed annually, between the County of Muskegon and Fruitport Charter Township to provide two (2) full-time deputies to conduct additional community policing activities in this area. Further, adjust the budget accordingly.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

YES: Jessica Cook, Kim Cyr, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

Passed 6:0

CPS25/05-12 **(Sheriff/Michael Poulin)** Move to continue the existing support agreement with Accurate Controls, Inc. for the Jail and Juvenile Detention Center (JDC) with a 2-year contract at an annual maintenance cost of \$74,497.17 per year, adjust the budget accordingly, and authorize the Board Chair to sign the Agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

Passed 6:0

CPS25/05-13 **(Administration/Mark Eisenbarth)** Move to approve the Amended West Michigan Enforcement Team (WEMET) Agreement and authorize the Board Chair and County Clerk to sign the Agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

CPS25/05-14 **(District Court/Benjamin Ruby)** Move to approve the reclassification of position X33807 from Court Recorder - Hourly (wage grade 12) to the Clerical Support Specialist - Hourly classification (wage grade 7) and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

Vice-Chair Cook stated she would like to recognize that today, May 15th, is peace officer memorial day. Vice-Chair Cook then read a portion of the proclamation that outlined the significance of the peace officer memorial day.

Commissioner Kim Cyr stated that he attended the Muskegon County memorial day service and indicated that the memorial was moving and sobering.

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:19 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

June 12, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:27 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Commissioner Michelle Hazekamp

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of May 15, 2025

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/06-15 **(Administration/Matt Farrar)** Move to approve the Muskegon County Resolution adopting the Muskegon County Hazard Mitigation Plan as required by the mitigation planning requirements.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/06-16 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to apply for and accept \$201,015.80 from the Office of Community Corrections in Lansing for the 2026 fiscal year.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: **Passed**

CPS25/06-17 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to utilize the contracted vehicle maintenance provider to broker selling used vehicles detailed in the motion summary.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:39 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

July 17, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. **Roll Call**

Present: Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Excused: Vice-Chair Jessica Cook

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Kristin Drexler, Executive Assistant
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of June 12, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

None

6. **Items for Consideration**

CPS25/07-18 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to accept the Marine Safety grant (MS25-059) in the amount of \$46,400.00 for personnel and operating costs for the 2025 calendar year and authorize the Sheriff to sign the agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

YES: Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

Passed 6:0

CPS25/07-19 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to accept the Huron-Manistee National Forest Cooperative Law Enforcement Agreement between the Muskegon County Sheriff's Office and the USDA, Forest Service and authorize the Sheriff to sign the agreement.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

CPS25/07-20 **(Sheriff/Michael Poulin)** Move to approve the agreement between Northern Biomedical Research and Muskegon County to utilize 18,000 square feet of space for the Emergency Response Team storage facility and authorize the Board Chair to sign the agreement upon approval of Corporate Counsel.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:10 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

August 14, 2025 at 4:00 PM
via Zoom and in-person at: The Meeting Place - Muskegon County Marquette Campus,
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 4:20 p.m. by Commissioner Darrell Paige.

2. **Roll Call**

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of July 17, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

None

6. **Items for Consideration**

CPS25/08-21 **(Emergency Management/Matt Farrar)** Move to authorize the Muskegon County Administrator to accept and sign the FY2024 Homeland Security Grant Program Intergovernmental Agreement between West Michigan Regional Medical Consortium (WMRMC) and Muskegon County.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/08-22 **(Emergency Management/Matt Farrar)** Move to accept the Sixth District - Regional Mutual Aid Agreement, and authorize the Chairman of the Board of Commissioners, County Clerk, and Emergency Management Manager to sign the agreement.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

CPS25/08-23 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2026 Crime Victim Rights Grant in the amount of \$339,253.00, and further authorize the Prosecutor to sign all grant documents.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None

7:0

CPS25/08-24 **(Sheriff/Michael Poulin)** Move to authorize the release of a Request for Proposal (RFP) for technology services to the inmates of the Muskegon County Jail. These services include: phone, tablet, video visitation and mail screening.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: **Passed**

CPS25/08-25 **(Sheriff/Michael Poulin)** Move to approve the one-year extension, beginning October 1, 2025 through September 31, 2026, of the agreement for the Partnership in Neighborhood Safety Program between Holton School District, Cedar Creek and Blue Lake Townships, the Muskegon County Sheriff and the Board of Commissioners with the township reimbursing for one-hundred percent of the cost minus one year of vehicle, fuel and maintenance payments. Further, authorize the Board Chair and Sheriff to sign the document and authorize the Sheriff to utilize \$43,998.00 of surplus funds to cover the annual vehicle, fuel, and maintenance costs under this contract.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

YES: Jessica Cook, J. Brett Herman, Charles Nash, Darrell Paige

NO: Kim Cyr, Michelle Hazekamp, Chris McGuigan

Passed 4:3

CPS25/08-26 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office to apply for and accept Grant #2026-SRP-61 for the Fiscal Year 2026 Secondary Road Patrol (SRP) grant from the Office of Highway Safety and Planning (OHSP) for the anticipated amount of \$236,244.00.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/08-27 **(Sheriff/Michael Poulin)** Move to apply for and approve acceptance of the FY2026 Strategic Traffic Enforcement Grant in the amount of \$242,664.12 (2026-PT-00-61) and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:50 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

September 2, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, The Meeting Place,
1903 Marquette Avenue, Muskegon, MI 49442

MINUTES

1. **Call to Order**

The meeting was called to order at 4:22 p.m. by Commissioner Darrell Paige.

2. **Roll Call**

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. **Approval of Agenda**

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. **Approval of Minutes**

A. Move to approve the Minutes of August 14, 2025

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. **Public Comment (on an agenda item)**

None

6. **Items for Consideration**

CPS25/09-28 **(Emergency Management/Matt Farrar)** Move to accept the FY2026 Emergency Management Performance Grants (EMPG) Grant Agreement, and authorize the Board Chair to sign the agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/09-29 **(Prosecutor/DJ Hilson)** Move to approve the Prosecutor to apply for and accept the FY2026 STOP Violence Against Women grant in the amount of \$300,000.00 and further authorize the Prosecutor to sign all grant documents.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:25 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

October 16, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Linda Larsen, Administrative Coordinator
Laura Genovich, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of September 2, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/10-30 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office applying for and accepting the 2026 Safeguarding the Road Ahead: Charting a Course for Safe Teen Drivers through a Graphic Novel Curriculum and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/10-31 **(Sheriff/Michael Poulin)** Move to approve the Sheriff's Office purchasing two (2) SpeedAlert 24 Radar and two (2) SpeedAlert 18 Radar Message Signs and related equipment/software at a total cost of \$61,847.53 from All Traffic Solutions using the Sourcewell purchase contract.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

CPS25/10-32 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to accept the Request for Proposal (RFP) bid from Smart Communications and complete a three-year contract with two one-year options.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

CPS25/10-33 **(Prosecutor/DJ Hilson)** Move to process payments for the FY2025 State Crisis Intervention Program grant up to \$318,812, to accept the grant for the period of May 1, 2025, through March 31, 2027, and establish a FY2026 balanced revenue and expenditure budget of \$267,853.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

Vice-Chair Jessica Cook apologized to Undersheriff Ken Sanford and his staff as the information she inquired about was in the packet.

11. Adjournment

The meeting was adjourned at 4:25 p.m.



Muskegon County
Courts & Public Safety Committee
Darrell Paige, Chair
Kim Cyr, Vice-Chair

November 13, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:45 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Linda Larsen, Administrative Coordinator
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of October 16, 2025

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/11-34 **(Sheriff/Michael Poulin)** Move to accept the FY2026 Off-Road Vehicle (ORV) Law Enforcement Grant in the amount of \$14,000.00 for enforcement activities from the Michigan Department of Natural Resources, authorize the Sheriff to sign the agreement, and adjust the budget accordingly.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

CPS25/11-35 **(Sheriff/Michael Poulin)** Move to accept the FY2026 Snowmobile Law Enforcement Grant in the amount of \$2,000.00 from the Michigan Department of Natural Resources and authorize the Sheriff to sign the agreement.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CPS25/11-36 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff to purchase one (1) new 2026 Ford F-250 XLT 4x4 truck from Great Lakes Ford Lincoln with all the requested upfitting equipment from Van Kam and MacQueen at a price not to exceed the \$90,000.00 budgeted amount.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/11-37 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to dispose of four (4) used vehicles per the County Surplus Policy for this office.

ACTION: Moved by Commissioner Chris McGuigan, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/11-38 **(Administration/Matt Farrar)** Move to amend the Public Defender budget from \$7,709,567 to \$8,209,846 to reflect the approved grant from the Michigan Indigent Defense Commission.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: Passed

CPS25/11-39 **(Public Defender/Amy Campanelli)** Move to create a new position of Attorney Supervisor at Grade 32 in the Public Defender's Office, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/11-40 **(Public Defender/Amy Campanelli)** Move to create a new position of Chief Investigator at Grade 23 in the Public Defender's Office, and appoint incumbent employee E93033677 to the position effective 10/1/2025, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

CPS25/11-41 **(Public Defender/Amy Campanelli)** Move to create a new position of Mitigation Specialist at Grade 14 in the Public Defender's Office, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

YES: Jessica Cook, Chris McGuigan, Charles Nash, Darrell Paige
NO: Kim Cyr, Michelle Hazekamp, J. Brett Herman
Passed 4:3

CPS25/11-42 **(Public Defender/Amy Campanelli)** Move to approve the reclassification of Administrative Assistant (Grade 4), position number G05100, to an Office Manager/Executive Assistant (Grade 16), funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Chris McGuigan

VOICE VOTE: **Passed**

CPS25/11-43 **(Public Defender/Amy Campanelli)** Move to reclassify position X59300, Grants Analyst pay Grade 15, to a Grants Administrative Analyst pay Grade 17, retroactive to 10/01/2025, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner J. Brett Herman

VOICE VOTE: **Passed**

CPS25/11-44 **(Public Defender/Amy Campanelli)** Move to reclassify position N69200, Recruitment and Retention Specialist pay Grade 14, to Recruitment and Retention Analyst pay Grade 22, retroactive to 10/01/2025, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Chris McGuigan, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

CPS25/11-45 **(Public Defender/Amy Campanelli)** Move to add two (2) additional steps to the current Deputy Chief Public Defender position, changing from six (6) steps to eight (8) steps; specifically adding step seven (7) \$61.84/hr and step eight (8) \$63.07/hr, funded by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Chris McGuigan

YES: Jessica Cook, Michelle Hazekamp, Chris McGuigan, Charles Nash, Darrell Paige

NO: Kim Cyr, J. Brett Herman
Passed 5:2

7. **Unfinished Business**

None

8. **New Business**

None

9. **Public Comment**

None

10. **Final Board Comments**

None

11. **Adjournment**

The meeting was adjourned at 5:02 p.m.



Muskegon County
Courts & Public Safety Committee

Darrell Paige, Chair
Kim Cyr, Vice-Chair

December 11, 2025 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call to Order

The meeting was called to order at 4:00 p.m. by Commissioner Darrell Paige.

2. Roll Call

Present: Vice-Chair Jessica Cook
Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner J. Brett Herman
Commissioner Chris McGuigan
Chairman Charles Nash
Commissioner Darrell Paige

Also Present: Mark Eisenbarth, County Administrator
Linda Larsen, Administrative Coordinator
Laura Genovich, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

4. Approval of Minutes

A. Move to approve the Minutes of November 13, 2025

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

VOICE VOTE: Passed

5. Public Comment (on an agenda item)

None

6. Items for Consideration

CPS25/12-46 **(Sheriff/Michael Poulin)** Move to authorize the Sheriff's Office to accept the State of Michigan Department of Corrections Grant in the amount of \$182,225.00, and authorize the Board Chair to sign the grant agreement.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner J. Brett Herman

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None
Passed 7:0

CPS25/12-47 **(Sheriff/Michael Poulin)** Move to accept the Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program (RAP) grant in the amount of \$50,000 going towards the Taser 10 contract, authorize the Board Chair to sign the agreement, and adjust the budget accordingly.

ACTION: Moved by Commissioner Kim Cyr, supported by Commissioner Charles Nash

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None
7:0

CPS25/12-48 **(Public Defender/Amy Campanelli)** Move to continue contracting with Lawyers Professional Liability insurance coverage for the Public Defender's office with Alta Pro Lawyers Risk Purchasing Group/CorePointe Insurance Company with the limits of liability at \$3,000,000/\$3,000,000 and a \$5,000 deductible for an annual premium of \$50,951.00 to be paid by the Michigan Indigent Defense Commission (MIDC) grant.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner J. Brett Herman

YES: Jessica Cook, Kim Cyr, Michelle Hazekamp, J. Brett Herman, Chris McGuigan, Charles Nash, Darrell Paige

NO: None
Passed 7:0

7. Unfinished Business

None

8. New Business

None

9. Public Comment

None

10. Final Board Comments

None

11. Adjournment

The meeting was adjourned at 4:09 p.m.