

LIVINGSTON COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD

MEETING MINUTES

DATE: October 7th, 2025, at 12:00pm

Jury Assembly Room B, 204 S. Highlander Way, Howell, MI 48843

Members Present: Sheriff M. Murphy, Judge M. McGivney, Unadilla Police Chief D. Russell, Prosecutor C. Henry, Chief Public Defender K. Groenhout, Clergy C. Skiles, and CMH C. Conklin

Members Absent: Judge Cavanaugh, Judge D. Bain, Commissioner D. Domas, Probation Supervisor M. Boyden, Business Community C. Griffin, Media K. Rogulski, and MI Works D. Awrey

Others Present: Specialty Courts & Programs Administrator S. Applegate, District Court Administrator M. Lutz, Community Corrections Coordinator K. DeLamielleure, MDOC Grant Manager D. Karfonta, Inmate Services Jail Educator H. Vontom, Community Member J. Bigelow, Jail Chaplain G. Childers, and Chief District Court Probation D. Harron

1. CALL TO ORDER

The meeting was called to order at 12:00pm by Sheriff Murphy

2. ROLL CALL

Introductions of all members, non-members, and public

3. INTRODUCTION OF GUESTS (if applicable)

- Marisa Lutz, District Court Administrator
- Dawn Karfonta, MDOC Grant Manager
- Dorian Harrow, Chief District Court Probation Officer

4. APPROVAL OF AGENDA

Motion to approve the agenda.

Moved by: C. Henry

Seconded by: C. Conklin

MOTION CARRIED (7-0)

5. APPROVAL OF MEETING MINUTES

Approval of 7.8.2025

Meeting Minutes

Moved by: K. Groenhout

Seconded by: Judge McGivney

MOTION CARRIED (7-0)

6. REPORT OF CHAIRPERSON

-Sheriff Murphy reported that the computer program in the jail has been fruitful. He will let H. Vontom give more details on its success.

7. REPORT OF COORDINATOR

-K. DeLamielleure reported that more referrals for the Thinking Matters jail classes for men and women would be helpful since numbers are low. She will send an email to Supervisor M. Boyden since he was unable to be here today.

-K. DeLamielleure proposed the FY26 dates and it was approved. She will send Outlook email invites for these dates:

- 1) January 13, 2026
- 2) March 10, 2026 (Grant prep)
- 3) April 14, 2026
- 4) July 7, 2026
- 5) October 13, 2026

8. APPROVAL OF PROPOSED FY26 MEETING DATES

Approval of Proposed FY26 Dates

Moved by: C. Henry

Seconded by: C. Conklin

MOTION CARRIED (7-0)

REPORT OF ADMINISTRATOR

-S. Applegate discussed the FY26 Grant update. She stated that we received our FY2025 reward of \$103,000- we gave back \$20,000 since that is what our actual utilization is tracking. It is lower because of better tracking of money spent and referrals are now going through Access. We are also utilizing private insurance and using grant funds as funds of last resort.

-S. Applegate discussed the Annual File Review and Financial Site Review. Both reviews went well.

-D. Karfonta recommended thinking about replacing some current underutilized programming with alternative options like Tri Cap located in Saginaw that targets Opiate/Meth users. It is about \$3-4,000 per person, but it shows to be very successful. She would be willing to set up a tour for us to check out firsthand what the probationer will experience.

-Judge McGivney asked if the Opioid money has been spoken for and Sheriff Murphy said not yet so it is a possibility for it to go to this if deemed appropriate.

-D. Karfonta said that the eligibility for it is in a newsletter.

-S. Applegate discussed the Q4 report: The C01-Thinking Matters has met and exceeded the projected number of enrollments at 117% utilization. The I22-Substance Use Assessments are very close to meeting its expected number of enrollments at 77%. The G18-Outpatient Substance Use Group (Key II) exceeded its expectations this quarter,

which resulted in a 120% utilization rate. The G18-TREM has stayed steady with a utilization rate of 29% with no new referrals this quarter. Lastly, the Z00 Individual Therapy Services utilization rate is very close to expected at 80%.

-The only three programs that did not meet its projected enrollment are assessments, individual therapy, and TREM. Assessments and individual therapy both have been tracking close at 77% and 80%. TREM has continued to be a program that has had trouble receiving enough referrals to hold a group. The LCCCAB will continue to look at ways to increase utilization for FY26.

-Over FY25, the Project Director and Coordinator have worked very hard to improve our data and financial tracking to help us more accurately reflect tracking of programming, outcomes, and utilization of funding. As far as programming utilization is concerned, we continue to surpass the number of projected enrollments for Thinking Matters and Key II. Our TREM new enrollments have continued to be low over the last 2 fiscal years so our LCCCAB will look at that programming to see what we can do to boost new enrollments or make a determination if this programming will be programming that we will seek funding for in the future. The LCCCAB will continue to work together to look at ways to increase utilization of the programming that was underutilized in FY25. For FY26, our LCCCAB will continue to look at additional programs that can be added. Our LCCCAB is currently exploring if there is a need for Pre-trial services in Livingston County before we submit our FY27 grant application.

-S. Applegate reported that she and M. Lutz went to Atlanta for the National Conference on Pre Trial Services. They had a specific track for those looking to start it in their jurisdiction so they were able to get excellent information from it. She also got connected with Ken Briggs who runs the Pre Trial Services in Oakland County. Mr. Briggs would be willing to have us visit to observe.

-D. Karfonta stated that the best way to start Pre Trial Services is to have a position for it for someone that is part time and only target specific charges at first so you can add to both as the program expands. Livingston County is only 1 of 3 counties in Michigan that does not have Pre Trial Services. You can also contract the service out to Justice Point Program where they do a remote PRAXIS.

-S. Applegate said that she would send out resources via email. If we apply for Pre Trial Services for FY27, it will have to be completed in the spring of 2026.

-C. Henry asked if a small committee could be formed to focus on its implementation. She volunteered as well as Judge McGivney, C. Conklin, K. Groenhout, and Judge Bain.

-S. Applegate said she would set up a meeting date to get the committee started.

9. MOTIONS FOR CONSIDERATION

Motion to excuse absent board members

Moved by: K. Groenhout

Seconded by: C. Henry

MOTION CARRIED (7-0)

10. BOARD MEMBERS' UPDATES

-C. Conklin reported that the federal grants used for those uninsured halted services on Friday, but then she got unofficial word it is moving forward so they are still using it for now. She also stated that the State Department bid out mental health services which is where CMH authorizes services so it will impact us in Livingston County. There is a lawsuit that was filed so we will know more on Thursday going forward.

-Judge McGivney thanks S. Applegate and M. Lutz for attending the conference on Pre Trial Services in Atlanta.

-G. Childers reported that they provided \$128,000 in FY25 to services in the jail. They had donated \$169,000 so the left over amount went to Reach the Forgotten and it will be reaching those in Ionia. Reach the Forgotten provided 600 worship services, 1,000 Bible studies, and is in 32 counties in Michigan. They have their biggest fundraiser coming up on November 7th, 2025, at Crystal Gardens Banquet.

-H. Vontom stated that the parenting class in the jail is in its third session- it is a 10 week course. The digital literacy course has had high interest which is a 6 week course and they have to pass through modules to get to a higher level- 1 of 12 people passed the email basics so it is for sure a need. If inmates pass, they get the computer to take with them if they are eligible.

-Sheriff Murphy reported that Tuesday 10/21/2025, at Brighton Rotary Club, Sgt. Neal will be doing a presentation if anyone wants to join.

11. NEXT MEETING

January 13th, 2025, at 12:00pm

12. CALL TO THE PUBLIC

None

13. ADJOURN

Chairperson Sheriff Murphy adjourned the meeting.

Moved by: Judge McGivney

Seconded by: C. Henry

MOTION CARRIED (7-0)

Recording Secretary: K. DeLamielleure