

**MINUTES OF THE  
JUSTICE & PUBLIC SAFETY COMMITTEE**

**TUESDAY, DECEMBER 10, 2013**

At a meeting of the **Justice and Public Safety Committee**, held Tuesday, December 10, 2013, in the Board Room, on the 9<sup>th</sup> Floor of the Administration Building, Mount Clemens, the following members were present:

Vosburg-Chair, Smith-Vice-Chair, Boyle, Brown, Sabatini, Sauger, Tocco and Flynn (ex-officio).

Chair Vosburg called the meeting to order at 9:06 a.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**AGENDA**

**MOTION**

A motion was made by Brown, supported by Smith, to adopt the agenda, as amended, to include #8, Report by Prosecutor Eric Smith on Plans for Electronic File Management System. **The Motion Carried.**

**MINUTES**

**MOTION**

A motion was made by Brown, supported by Sabatini, to approve the October 8 and November 5, 2013 minutes of this committee, as written. **The Motion Carried.**

**SHERIFF'S OFFICE 2012 ANNUAL REPORT**

Captain John Roberts was present on behalf of Sheriff Wickersham to give an overview of the Sheriff's Office 2012 Annual Report, which contains information regarding budget and revenue, jail operations, uniform services and administrative services. He noted that the report is available on their website.

The following commissioners spoke: Brown, Sauger, Flynn and Vosburg.

**MOTION**

A motion was made by Sauger, supported by Tocco, to receive and file the overview provided on the Sheriff's Office 2012 Annual Report. **The Motion Carried.**

### **UPDATE ON OPERATIONS CENTER (COMTEC)**

Vicki Wolber, Director of Emergency Management & Communications, spoke about the project milestones and upcoming items, and recapped the renovation site work that occurred from September through the first week of December. She stated that a temporary certification of occupancy has been issued and departments which will be housed at the COMTEC center will be moving in December 19<sup>th</sup> with the grand opening and ribbon cutting to take place on December 20<sup>th</sup>.

### **MOTION**

A motion was made by Smith, supported by Boyle, to receive and file the update provided on the Operations Center (COMTEC).

The following commissioners spoke: Smith, Brown, Sabatini and Vosburg.

Chair Vosburg called for a vote on the motion and **The Motion Carried.**

### **REPORT BY PROSECUTOR ERIC SMITH ON PLANS FOR ELECTRONIC FILE MANAGEMENT SYSTEM**

Prosecutor Eric Smith and Shelly Gilray, Administrative Assistant, were present and spoke about their plans to implement an electronic file management system using technology by Image Soft.

The following commissioners spoke: Smith, Brown, Tocco and Sabatini.

### **MOTION**

A motion was made by Tocco, supported by Sauger, to receive and file the report from the Prosecutor on plans for an Electronic File Management System. **The Motion Carried.**

### **ADJOURNMENT**

### **MOTION**

A motion was made by Smith, supported by Sabatini, to adjourn the meeting at 10:12 a.m. **The Motion Carried.**



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**Corinne Bedard**  
Committee Reporter