

**AGENDA**  
**COURTS & PUBLIC SAFETY COMMITTEE**  
111 S. Michigan Ave., Room 200, Saginaw MI 48602  
**Tuesday, January 9, 2024 – 4:00 p.m.**

Members: Jack Tany - Chair, Sheldon Matthews – Vice-Chair, Rich Spitzer, Mark Piotrowski, Christopher Boyd

Others: Finance Director, Civil Counsel, Board Staff, *Media*

- I. Call to order
- II. Welcome/Roll-call
- III. Correction/Approval of Minutes (***December 5, 2023 –Attached***)
- IV. Public comment
  - *Speakers limited to 3 minutes*
- V. Agenda
  1. **Jaime Ceja, Executive Assistant, Administrator’s Office, for Animal Control Advisory Council, re:**
    - **1-16-3** Requesting approval of amendments to the Animal Control Advisory Council Bylaws to reflect changes to location, schedule, notice, quorum, neglect of duties and communication requirements
  2. **Blair Stevenson, Chief Assistant Prosecuting Attorney, re:**
    - Update on grant and staffing issues
- VI. Miscellaneous
- VII. Adjournment

# MINUTES

## COURTS & PUBLIC SAFETY COMMITTEE

111 S. Michigan Ave., Room 200, Saginaw MI 48602

**Tuesday, December 5, 2023 – 4:00 p.m.**

Present: Jack Tany - Chair, Sheldon Matthews – Vice-Chair, Rich Spitzer, Mark Piotrowski, Christopher Boyd

Others: Koren Thurston, Dave Gilbert, Julie Gafkay, Undersheriff Gomez, Jennifer Broadfoot, Marissa Sawdon, Catherine Hicks, and Suzy Koeplinger

- I. Call to order ---**Tany at 4:02 p.m.**
- II. Welcome/Roll-call
- III. Correction/Approval of Minutes (**November 7, 2023**)  
---**Moved by Matthews, seconded by Boyd, to approve. Motion carried.**
- IV. Public comment ---**None**
  - *Speakers limited to 3 minutes*
- V. Agenda
  1. **Julie A. Gafkay, 10<sup>th</sup> Circuit Court Chief Judge, re:**
    - **12-19-3** Requesting the assignment of two full-time Sheriff Deputies to the 4th floor of the courthouse to address concerns with security in Circuit Court  
**Discussion was held with Judge Gafkay and Undersheriff Gomez about past and current practices used to secure courtrooms and the distribution of resources between each department.**  
---**Moved by Boyd, seconded by Matthews, to approve hiring the equivalent of two (2) full-time deputies (4 part-time deputies at 20 – 25 hours/week), subject to approval of the Budget/Audit Committee. Motion carried. [Note: See Budget/Audit Committee Minutes for more information]**  
---**Discussion continued about the funding available for this request and Judge Gafkay will review the budget before meeting with the Budget/Audit committee. No further action.**
- VI. Miscellaneous ---**None**
- VII. Adjournment ---**Moved by Matthews, seconded by Piotrowski, to adjourn. Motion carried; time being 5:16 p.m.**

Respectfully Submitted,  
Jack Tany, Committee Chair  
Suzy Koeplinger, Committee Clerk



# COUNTY OF SAGINAW

111 SOUTH MICHIGAN AVENUE  
SAGINAW, MICHIGAN 48602

## COURTS & PUBLIC SAFETY

Administrator's Office

1-16-3

January 2, 2024

Chairman Courts and Public Safety Committee  
Board of Commissioners  
Saginaw County  
111 S. Michigan Avenue  
Saginaw, MI 48602

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SAGINAW COUNTY  
BOARD OF COMMISSIONERS  
2024 JAN -3 A 10:49

**RE: ANIMAL CONTROL ADVISORY COUNCIL BYLAW AMENDMENTS**

Dear Chairman,

I am requesting that the Courts and Public Safety Committee recommend the Board of Commissioners approve the attached Animal Control Advisory Council (the Council) bylaw amendments.

- I. 3.1 – Location changes to reflect permanent meeting location at Animal Care & Control Resource Center on Bay Road, currently meeting location is the Courthouse.
- II. 3.4 – Schedule of regular meetings, the Council requests to remove July meeting as to follow the Board of Commissioners schedule.
- III. 3.5 – Notice of meetings to 24 hours, currently it is 5 days and adding email as acceptable form of communication, currently bylaws state mail as the acceptable form of communication.
- IV. 3.6 – Quorum, change to six members vs. simple majority.
- V. 4.7 Neglect of Duties, change from three unexcused absences to three absences.
- VI. 6.1 – Add notice by email as acceptable form of communication, currently only mail is listed as an acceptable form of communication.

I will attend the Courts & Public Safety Committee Meeting on Tuesday January 9<sup>th</sup> should you have any additional questions.

Thank you,

  
Jaime J. Ceja  
Executive Assistant

C: Tracey Slodowski, Chairman Saginaw County Animal Control Advisory Council  
Bonnie Kanicki, Director Saginaw County Animal Care & Control Resource Center

## BYLAWS

### SAGINAW COUNTY ANIMAL CONTROL ADVISORY COUNCIL

#### ARTICLE I - OFFICES

SECTION 1.1 Title of Council. The title of the Council shall be the Animal Control Advisory Council, hereinafter referred to as "Council," which is a Council appointed by the Board of Commissioners, Saginaw County, Michigan, with offices located at 111 South Michigan Avenue, Saginaw, Michigan, 48602.

#### ARTICLE II - PURPOSE OF THE COUNCIL

SECTION 2.1 General Purpose and Goals. The primary function of the Council is that of an advisory board to the Saginaw County Animal Control Department and the Saginaw County Commissioners, in matters concerning the animals of this community. It is the goal of this Council to foster healthy, constructive relationships between the public, the Animal Control Department, veterinarians, private animal welfare groups, individuals involved in agriculture, and any other individual or group who interact with animals on a regular basis.

#### ARTICLE III - MEETINGS OF COUNCIL

SECTION 3.1 Place of Meetings. ~~All meetings of the Council shall be held at the Saginaw County Governmental Center, 111 South Michigan Avenue, Saginaw, Michigan, 48602. All meetings of the Council shall be held at the Saginaw County Governmental Center, 111 South Michigan Avenue, Saginaw, Michigan, 48602, except that by majority vote at an Advisory Council meeting, members may change the location of the meetings from time to time. All meetings of the Council shall be held at the Saginaw County Animal Care & Control Resource Center, 5615 Bay Road, Saginaw, MI 48604, except except by majority vote at a Council meeting, members may change the location of the meetings from time to time.~~

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SECTION 3.2 Annual Meetings. The annual meeting of the Council for the election of the officers and for the transaction of such other business as may come before the Council shall be held in the month of January, each year, commencing with January, 1993 or such other date as may be set by the Council members.

SECTION 3.3 Special Meetings. A special meeting of the Council for any purpose or purposes, unless otherwise prescribed herein, may be called at any time by the Chair and shall be called by the Chair or by the Secretary upon the written request of a majority of the Council members. Business transacted at any such special meeting shall be limited to the purposes stated in the notice thereof.

SECTION 3.4 Regular Meetings. Regular meetings of the Council shall be held monthly ~~January through December with the exception of July~~ for the purpose of conducting the business posted on the Agenda, and other business as Council members request.



SECTION 3.5 Notice of Meetings. Except as otherwise provided herein, notice of each meeting of the Council, whether annual, regular or special, shall be given ~~not less than five, nor more than twenty-five, days before the day on which the meeting is to be held to each Council member addressed to their post office address furnished to the Secretary for such purpose. not less than twenty four hours nor more than twenty five days before the day on which the meeting is to be held to each Council member via email or if no email address exists, addressed to their post office address furnished to the Secretary for such purpose.~~

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Every such notice shall state the time and place of the meeting and, in the case of special meetings, the purpose or purposes of such special meeting. Notice of any adjourned meeting shall be required to be given, unless otherwise provided in these Bylaws. All meetings shall comply with the Open Meetings Act, Act 267 of 1976.

SECTION 3.6 Quorum. At any meeting of the Council, ~~a simple majority six~~ members shall constitute a quorum ~~(6)~~.

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SECTION 3.7 Organization. At each meeting the Secretary or, in his/her absence, an appointee of the Chair shall act as Secretary of the meeting.

SECTION 3.8 Voting. Except as otherwise required by these Bylaws, each Council member is entitled to vote on any matter at a meeting of the Council on all issues voted upon at such meetings. The vote shall be decided by a majority of the votes cast by the members present.

SECTION 3.9 Conduct of Members. Robert's Rules of Order Newly Revised shall be observed in conduct or the meeting of the Council, unless otherwise provided in these Bylaws.

#### ARTICLE IV - MEMBERSHIP OF COUNCIL

SECTION 4.1 Number and Term. The number of members shall be 11 but may from time to time be changed by the Saginaw County Board of Commissioners. Members shall be appointed by the Chair of the Saginaw County Board of Commissioners and shall hold office for a period of three years. After fulfilling a term, a member may be reappointed or replaced by the Chair of the Board of Commissioners.

SECTION 4.2 Resignation. Any member of the Council may resign at any time by giving written notice to the Chair of the Board of Commissioners and the Chair of the Saginaw County Animal Control Advisory Council. The resignation of any member shall take effect at the time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 4.3 Removal. At any meeting of the Council, the members may, by a vote of a two-thirds majority of a quorum, recommend to the Chair of the Board of Commissioners that a member be removed from the Council, for just cause stated in the recommendation. The final decision ~~in on~~ whether to implement a removal shall be the responsibility of the Chair of the Board of Commissioners.

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SECTION 4.4 Vacancies. Except as otherwise provided in these Bylaws, vacancies in the membership of the Council shall be filled by the Chair of the Board of Commissioners. The Chair of the Board of Commissioners may consider a recommendation reached through a majority vote of the Council. Any midterm vacancies will be filled for the remainder of the term.

SECTION 4.5 Compensation. There shall be no compensation for serving on the Saginaw County Animal Control Advisory Council.

SECTION 4.6 Committees. The Chair of the Council may designate two or more members to constitute a subcommittee which may study specific issues and make recommendations to the full Council to consider.

SECTION 4.7 Neglect of Duties: If any ~~Advisory~~ Council member has missed three ~~unexcused absences of the regularly scheduled Advisory Committee Council~~ meetings in a calendar year, the Advisory Council Chair person shall notify the County Board of Commissioners in writing of this fact and request that the Chair of the Board of Commissioners institute removal of membership.

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#### ARTICLE V - OFFICERS

SECTION 5.1 Number and Election. The officers of the Council shall be elected by a simple majority of the Council members and shall be a Chair, Vice Chair and a Secretary. The Council may also elect one Assistant Secretary.

SECTION 5.2 Term of Office. The officers shall be elected by the membership of the Council at the annual meeting of the Council. Each officer shall hold office until the next annual election of officers or until he/she shall resign, or until he/she shall have been removed as provided for in these Bylaws.

SECTION 5.3 Removal. Any officer may be removed, with cause, by the vote of a two-thirds majority of the whole Council. The removal shall only serve to replace that officer however, and shall not constitute removal from membership of the Council.

SECTION 5.4 Resignation. Any officer may resign at any time giving notice in writing to the Council through the Secretary. Any such resignation shall take effect at the time specified therein; and unless specified therein, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 5.5 Vacancies. A vacancy in any office shall be filled for the unexpired portion of the term by the Council.

SECTION 5.6 The Chair. The Chair shall preside over all meetings, determine agendas and perform such other duties as necessary.—

SECTION 5.7 Vice-Chair. The Vice-Chair shall perform the duties of the Chair in his/her absence.

SECTION 5.8 The Secretary. The Secretary shall record or cause to be recorded all the proceedings of the meetings of the Council and shall see that all notices are duly given in accordance with the provisions of these Bylaws. The Secretary shall keep or cause to be kept all records for the Council.

#### ARTICLE VI-AMENDMENTS

SECTION 6.1 These Bylaws may be altered, amended, or repealed, and new Bylaws may be made adopted, at any meeting of the Council, after all members have received through email or regular mailing, the proposed changes to the Bylaws at least ten days in advance of the meeting they are to be considered. Changes to the Bylaws require a majority vote.

Adopted by the Animal Control Advisory Committee June 3, 1992

Adopted by the Courts & Public Safety Committee June 4, 1992

Adopted by the Board of Commissioners June 16, 1992

Adopted by the Animal Control Advisory Committee July 24, 2013

Adopted by the Courts & Public Safety Committee August 7, 2013

Adopted by the Board of Commissioners August 20, 2013

Adopted by the Animal Control Advisory Committee March 19, 2014

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