

A G E N D A

JACKSON TRAFFIC SAFETY COMMISSION

FOR FURTHER INFORMATION CONTACT:

Steven Duke, Executive Director
Susan Richardson, Senior Planner
srichard@co.jackson.mi.us
(517) 788-4426

DATE: Thursday, October 8, 2015

TIME: 10:30 A.M.

WHERE: Jackson County Tower Bldg.
120 W. Michigan Ave – 5th Fl
Jackson, MI 49201

Comments will be solicited on each item following discussion and prior to any final action.

1. Call to Order
2. Public Comment
3. Approval of the July 9, 2015 Meeting Minutes (enclosed) – **ACTION**
 - a. Approval of September 9, 2015 Special Meeting Minutes (enclosed) - **ACTION**
 - b. Approval of September 30, 2015 Special Meeting Minutes (enclosed) - **ACTION**
4. JTSP Financial Report (to be distributed) – **ACTION**
5. Appointment of Carl Zahler, Board of Commissioners Representative – **ACTION**
6. FY 2016 JTSP Meeting Schedule - **ACTION**
5. FY 2016 JTSP Work Program – **REVIEW & DISCUSSION**
6. County Commissioner Study Group – **DISCUSSION**
8. Thank You Letters from After Prom/Graduation Recipients (enclosed) – **INFORMATION**
 - Hanover-Horton High School
 - Vandercook Lake High School
9. JTSP Progress Reports – **DISCUSSION**
 - Jackson County Department of Health – Car Seat Program
 - Springport Township Police Department
 - Jackson Police Department
10. Other Business
11. Public Comment
12. Adjournment

The next meeting of the JTSP will be on Thursday, January 14, 2016 at 10:30 AM, 5th Floor, Jackson County Tower Building.

Region 2 Planning Commission

120 West Michigan Avenue • Jackson, Michigan 49201 • ☎ (517) 788-4426 • 📠 (517) 788-4635

MINUTES

JACKSON TRAFFIC SAFETY COMMISSION

Jackson County Tower Building
120 W. Michigan Ave – 5th Floor Commission Chambers
Jackson, Michigan

Thursday, July 9, 2015

Members Present: Tammy Bates, 12th District Court
Joe Evans, Chair, Senior Citizen Representative
Anthony Hollow, Vandercook Lake Area School District Superintendent
Ralph VanHeyningen (alt.), Blackman Township Public Safety
Sarah Lightner, County Commissioner
Kellie Underwood, Jackson County Health Department

Members Absent: Steve Duke, Region 2 Planning Commission
Undersheriff Chris Kuhl, Jackson County Sheriff's Department
Joe Michalsky, Vice-Chair, Jackson County DOT
John Tallis, County Supervisor Representative
Troy White, City of Jackson Engineering

Others Present: Alex Cash, Fitness Council of Jackson
Chief David Elwell, Columbia Township Police Department
Chief Dave Luce, Springport Police Department
Rhonda Rudolph, Jackson County Health Department
Susan Richardson, Region 2 Planning Commission
Carl H. Zahler, Citizen

1. **Call to Order** – The meeting was called to order by Chair Evans at 10:30 AM. Introductions were made.
2. **Public Comment** – No public comment was offered.
3. **Approval of the April 9, 2015 Meeting Minutes** – A motion was made by Ms. Lightner, supported by Ms. Bates, to approve the minutes of the April 9, 2015 meeting as presented. The motion passed unanimously.
4. **JTSP Financial Report** – A motion was made by Ms. Lightner, supported by Ms. Bates, to accept the financial report as presented. The motion passed unanimously.

Lt. VanHeyningen asked whether marine violations are assessed the \$5.00 dedicated to the Jackson Traffic Safety Program. Ms. Bates stated that she would check into it.
5. **E-Ticketing Issues** – Ms. Richardson informed the committee that she had heard of some issues with e-ticketing. Lt. VanHeyningen stated that he had had trouble finding certain categories by topic. Two in particular were the suspended license and too fast for conditions. He felt that the template was more court friendly than officer friendly.

Ms. Bates stated that the template can be set to whatever offenses any department wants. She further stated that if you need any tech support to contact Kathy Ellis at the Circuit Court. Chief Luce stated that their concerns were with the lack of ordinance information and that the numeric code was not included. Chief Elwell informed the committee that that put in substantial up front effort to ensure the template was how they wanted it to be so that his officers were not having the same issues. Animal control was another issue that was not on the template.

Ms. Bates stated that there is a quarterly meeting with all of the officers and that these issues could be discussed at that meeting. She further stated that any technical issues should be discussed with Captain Bisard.

6. **FY 2016 JTSP Grant Applications** – Chair Evans referenced the grant applications that were included in the packet. Ms. Richardson pointed out that Family Services & Children's Aid did not submit a grant this year. Ms. Underwood asked that the car seat program description include "family education". Ms. Rudolph informed the committee that Safetyville had moved to the Herman Gumper Exhibition Hall on the Jackson County Fairgrounds.

A motion was made by Ms. Lightner, supported by Ms. Bates to approve eight of the grant applications but to remove the speed trail for the Jackson Police Department and the traffic counters for the Jackson County Department of Transportation until such time as the revenues increased. The motion passed unanimously.

7. **Appointment of Roslyn Hagood, MDOT, and Kellie Underwood, JCHD** – A motion was made by Ms. Lightner, supported by Ms. Bates, to appoint Roslyn Hagood and Kellie Underwood to the Jackson Traffic Safety Commission. The motion carried unanimously.
8. **Thank You Letters for "After" Prom/Graduation Grants** – Chair Evans directed committee members to the Thank You's included in their packets from Jackson, Lumen Christi, and Napoleon high schools.
9. **JTSP Progress Reports** – A quarterly progress report was submitted by the Fitness Council of Jackson and another report from the Fitness Council was distributed.
11. **Other Business** –
- **Advertisement for County Representative to JTSP**
Chair Evans introduced Carl Zahler who will be appointed to this position at the next county commission meeting.
12. **Public Comment** – No public comment was offered.
13. **Adjournment** – There being no further business, Chair Evans adjourned the meeting at 11:13 AM.

MINUTES

JACKSON TRAFFIC SAFETY COMMISSION

Jackson County Tower Building
120 W. Michigan Ave – 5th Floor Commission Chambers
Jackson, Michigan

Special Meeting, Wednesday, September 9, 2015

Members Present: Tammy Bates, 12th District Court
Steve Duke, Region 2 Planning Commission
Anthony Hollow, Vandercook Lake Area School District Superintendent
Mike Jester, Blackman Township Public Safety
Sarah Lightner, County Commissioner
Joe Michalsky, Vice-Chair, Jackson County DOT
John Tallis, County Supervisor Representative
Kellie Underwood, Jackson County Health Department
Carl Zahler, Commission Representative

Members Absent: Joe Evans, Chair, Senior Citizen Representative
Undersheriff Chris Kuhl, Jackson County Office of the Sheriff
Troy White, City of Jackson Engineering

Others Present: Capt. Wayne Bisard, Jackson County Office of the Sheriff
Sherry Bullinger, Jackson County Health Department
Jon Johnston, Blackman Township Public Safety
Sarah Lightner, County Commissioner
Capt. Dave Luce, Springport Township Police Department
Mike Overton, County Administrator
Carl Rice, Jr., County Commissioner
Susan Richardson, Region 2 Planning Commission
Rhonda Rudolph, Jackson County Health Department
Lt. Tom Schuette, Jackson County Office of the Sheriff
Steve Sukta, Jackson County Intermediate School District

1. **Call to Order** – The meeting was called to order by Vice Chair Michalsky at 1:32 PM. Introductions were made.
2. **Public Comment** – No public comment was offered.
3. **12th District Court – Decision to Discontinue Diversion of Funds to JTSP** – Ms. Bates informed the committee that the District Court had been asked to cut \$50,000 from their budget for FY 2016. She stated that the only way they could come up with this money was to cut an employee. It was felt that an employee was more important than funding JTSP so the judges made the decision to no longer divert the \$5.00 per ticket fee to JTSP and that these funds would go directly into the County budget.

Jackson Traffic Safety Commission Minutes
September 9, 2015
Page 2

Mr. Tallis suggested that the fee increased to \$10.00 per ticket. Ms. Bates stated that there have been several increased and that Jackson County has one of the highest costs in the state.

Much discussion ensued. There seemed to be some issues regarding the mission and goals of the JTSP program and it was decided that the by-laws need to be reviewed and updated as well as the composition of the JTSP commission. The final decision about funding JTSP rests with the County Commission.

A motion was made by Mr. Tallis, supported by Ms. Lightner, to keep the money flowing into JTSP from September to December 2015. The motion passed unanimously.

4. **Status of JTSP FY 2015 Grants and Funding** – Ms. Richardson referenced the financial report in the packet and stated that several agencies will not be using all of their FY 2015 funding. She stated that we should be able to pay the FY 2015 grant requests.

5. **Decision of Status of Approved FY 2016 JTSP Projects** – Ms. Richardson informed the committee of the approved FY 2016 projects.

A motion was made by Mr. Jester, supported by Ms. Lightner, to send a letter to all FY 2016 grantees that no costs can be incurred between October to December 2015 except for Safetyville which has already scheduled their programs. The motion passed unanimously.

6. **Reconstitution of JTSP Commission under the Jackson County Board of Commissioners** – The County Commission will be looking at the composition of the JTSP Commission and making recommendations at their October workshop.

7. **What's Next** – It was decided to have all members review the by-laws and mission and to have recommendations ready for the workshop. A meeting was scheduled for September 30 to compile these recommendations. Ms. Richardson will send out the currently by-laws and mission to all members.

There was much discussion regarding prevention and education as a crucial component of traffic safety. It is important that all members take the time to reflect on what this program should be.

8. **Public Comment** – No public comment was received.

9. **Adjournments** – There being no further business, the meeting was adjourned at 2:55 PM.

MINUTES

JACKSON TRAFFIC SAFETY COMMISSION

Jackson County Tower Building
120 W. Michigan Ave – 5th Floor Commission Chambers
Jackson, Michigan

Wednesday, September 30 2015

Members Present: Tammy Bates, 12th District Court
Shelly Bullinger, (alt.), Jackson County Health Department
Steve Duke, Region 2 Planning Commission
Joe Evans, Chair, Senior Citizen Representative
Sarah Lightner, County Commissioner
Joe Michalsky, Vice-Chair, Jackson County DOT
John Tallis, County Supervisor Representative
Troy White, City of Jackson Engineering

Members Absent: Roslyn Hagood, Michigan Department of Transportation
Anthony Hollow, Vandercook Lake Area School District Superintendent
Mike Jester, Blackman Township Public Safety
Undersheriff Chris Kuhl, Jackson County Sheriff's Department

Others Present: Alex Cash, Fitness Council of Jackson
Chief Dave Luce, Springport Police Department
Rhonda Rudolph, Jackson County Health Department
Susan Richardson, Region 2 Planning Commission

1. **Call to Order** – The meeting was called to order by Chair Evans at 1:30 PM. Introductions were made.
2. **Public Comment** – Alex Cash, Fitness Council of Jackson, provided the committee with 5 letter of support requesting retaining the funding for the Jackson Traffic Safety Program.
3. **Review and Update Mission Statement** – There was much discussion regarding getting on the agenda for the Commissioner's Study Group on October 6, 2015. It was decided that we would attend the meeting, distribute the updated work program, and then request that JTSP be put on the agenda for the November meeting.

A motion was made by Ms. Lightner, supported by Mr. Tallis, to approve the following Mission Statement: *Improve traffic safety in Jackson County by fostering effective communication, coordination, education, and collaboration among public and private entities to work toward zero deaths on Jackson County roadways.* The motion passed unanimously.

Jackson Traffic Safety Commission Minutes
September 30, 2015
Page 2

After further discussion, a motion was made by Ms. Mulligan, supported by Ms. Lightner to revise the Mission Statement to the following: *Improve traffic safety in Jackson County by fostering effective communication, coordination, education, and collaboration among public and private entities to work toward zero fatalities and injuries on Jackson County roadways.* The motion passed unanimously.

4. **Review and Update Goals and Priorities** – Further discussion ensued regarding the goals and priorities. It was decided to leave them as is, excluding “C”. A motion was made by Mr. Tallis, supported by Ms. Lightner, to adopt the goals as presented. The motion passed unanimously.

After metrics for each grant are determined, it was decided that the goals should be performance based and measurable.

5. **Commission Study Session, October 6, 2015** – Ms. Richardson requested that each agency receiving JTSP funds provide information regarding what was accomplished. This information will be used as part of the packet for the November meeting in order to convince the Commission to continue JTSP funding. Ms. Richardson will review the FY 2015 applications and request data regarding the accomplishments.
6. **Other Business** – No other business came before the committee.
7. **Public Comment** – No further public comment was offered.
8. **Adjournment** – There being no further business, Chair Evans adjourned the meeting at 2:45 PM

Susan Richardson
Region 2 Planning Commission

JACKSON COUNTY BOARD OF COMMISSIONERS



James E. Shotwell, Jr., Chairperson

Philip S. Duckham III, Vice-Chair

David K. Elwell
Sarah L. Lightner
Carl Rice, Jr.
Rodney Walz

Daniel Mahoney
John Polaczyk
Julie Alexander

RECEIVED
AUG 27 2015

August 21, 2015

Carl Zahler
31118 Dorothy Lane
Spring Arbor, MI 49283

Dear Carl:

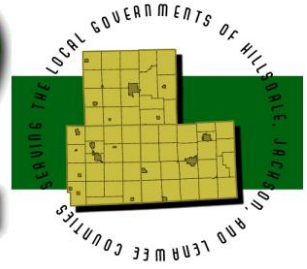
This comes to officially notify you that at their August 18, 2015 meeting, the Jackson County Board of Commissioners recommended you serve on the Traffic Safety Commission for the term ending December 31, 2017. On behalf of the Board of Commissioners, I wish to thank you for your willingness to serve.

Very truly yours,

James E. Shotwell, Jr., Chairperson
Jackson County Board of Commissioners

cc: Traffic Safety Commission

Region 2 Planning Commission



NOTICE OF MEETINGS FOR 2016

Jackson Traffic Safety Commission

Meetings will be held at

10:30 AM

Jackson County Commission Chambers

Jackson County Tower Building, 5th Floor

120 W. Michigan Avenue

Jackson MI 49201

Thursday, January 14, 2016

Thursday, April 14, 2016

Thursday, July 14, 2016

Thursday, October 13, 2016

If you have any questions, please contact Susan Richardson,
Senior Planner, Region 2 Planning Commission

517/768-6705

srichard@co.jackson.mi.us

FY 2016

JACKSON
TRAFFIC SAFETY PROGRAM
Work Program

Mission Statement

Improve traffic safety in Jackson County by fostering effective communication, coordination, education, and collaboration among public and private entities to work toward zero fatalities and injuries on Jackson County roadways.

Prepared under the direction of:

Steven M. Duke, Executive Director
Region 2 Planning Commission
Jackson County Tower Building
120 W. Michigan Ave., 9th Floor
Jackson, MI 49201

October 2015



JACKSON TRAFFIC SAFETY COMMISSIONERS

Joe Evans, Chairman – Senior Citizen Representative

Joe Michalsky, Vice-Chair – Jackson County Department of
Transportation

Sarah Lightner – Jackson County

Troy White – City of Jackson

Tammy Bates – 12th District Court

Carl Zahler – Jackson County - Citizen Representative

John Tallis – Local Government Representative

Mike Jester – Law Enforcement Representative

Wayne Bisard – Law Enforcement Representative

Tony Hollow – Education Representative

Steven Duke – Engineering Coordinator

Vacant – Criminal Justice Coordinator

TABLE OF CONTENTS

	<u>Page</u>
Background/History	4
 FY 2016 Administration Program Goals/Priorities	
Goals.....	4
Priorities.....	4
 FY 2016 Objectives/Activities	
Objective 1: Administration of the JTSP Grant Program.....	6
Objective 2: Jackson Traffic Safety Commission	7
Objective 3: Federal/State Grant Program	7
Objective 4: Communication, Education, Meetings & Media	8
 FY 2016 Budget.....	 8

BACKGROUND/HISTORY

The Jackson County Comprehensive Traffic Safety Program (JCCTSP) was originally a pilot project funded by the Michigan Office of Highway Safety Planning (OHSP). The charter was signed on March 10, 1988 with Jackson County as the legal entity. The Jackson Traffic Safety Commission was formed as the decision making body and a full-time director was hired.

On January 1, 1993, the 12th District Court implemented a \$5 charge on all paid traffic tickets. This funding was dedicated to the Jackson Traffic Safety Program (JTSP). Money generated continues to fund traffic safety grant programs in Jackson County approved by the Jackson Traffic Safety Commission. Additionally, JTSP has continued to receive OHSP grant funds to conduct seat belt zone enforcement and impaired driving patrols.

For over 25 years, the Jackson Traffic Safety Program has helped make our community safer by providing grant funding for enforcement, education, and engineering projects and programs to improve traffic safety.

FY 2016 ADMINISTRATION PROGRAM GOALS/PRIORITIES

GOALS

- A. Coordinate traffic safety programs to assist enforcement agencies in reducing the number and severity of traffic crashes.
- B. Administer the funding for programs that educate, inform, and increase public awareness and voluntary compliance of traffic safety laws.

PRIORITIES

A. Increase Occupant Protection in Jackson County

- 1. Continue emphasis in all areas of occupant protection through education and enforcement.
- 2. Continue education programs for parents on the current changes in the child passenger safety laws and the correct use of child safety seats.

3. Support programs which increase the availability of child safety seat, including booster seats, to members of the community.

B. Reduce Incidents of Impaired and Distracted Driving in Jackson County

1. Encourage consistent enforcement and adjudications of alcohol and drug laws with a high priority on OWI enforcement and prosecution.
2. Emphasize traffic safety in alcohol/drug education including underage drinking and driving programs.
3. Encourage the development of programs and technology that would assist in reducing the number of alcohol and drug related traffic crashes, injuries and fatalities and deter repeat drinking and driving offenders.
4. Support implementation of all legislation regarding the underage drinking driver including minor in possession and purchase of alcohol.
5. Support the efforts of prevention agencies that address the issues of impaired driving and underage drinking.
6. Provide funding to high schools in Jackson County to encourage “after” prom and graduation activities to keep teens safe.

C. Reduce Traffic Crashes in Jackson County

1. Continue to encourage cooperation among all agencies to reduce traffic crashes related to traffic safety issues such as speeding, disregarding traffic signs/signals, impaired driving, railroad crossing violations, etc.
2. Support innovative traffic safety projects that will improve the overall traffic safety conditions in the county.
3. Support educational and enforcement activities that will reduce traffic violations and crashes.

D. Provide Traffic Safety Education/Training Programs

1. Promote traffic safety education in all areas including alcohol/drugs, distracted driving, occupant protection, pedestrian safety, and bicycle and motorcycle safety.
2. Assist whenever/wherever possible in preserving the mobility of an increasingly larger senior population.

3. Encourage and support educational programs for all drivers.
4. Promote public awareness of enforcement activities regarding construction workers/construction work zone safety, and emergency vehicle law.

E. Promote/Encourage Cooperative Effort

1. Continue to support the cooperation between enforcement agencies, prosecution, and the courts.
2. Promote the activities of the Michigan State Police, and Motor Carrier Division, regarding truck safety including commercial driver violations, traffic crash inspection, etc.
3. Support the continuation of regularly scheduled meetings of traffic safety related task forces and agencies involved in cooperative traffic safety programs/activities.

F. J.T.S.P. Continuation/Funding

1. Support continuation of court costs for maintaining the administration of the Jackson Traffic Safety Program.
2. Continue to coordinate federally funded grant programs in cooperation with the Region 2 Planning Commission.

FY 2016 OBJECTIVES/ACTIVITIES

OBJECTIVE 1 ADMINISTRATION OF THE JTSP GRANT PROGRAM

- A. Administrative activities for the 2016 grant program include:
1. Provide agencies approved for funding with grant implementation guidelines and information regarding grant reimbursement.
 2. Review all activity reports from project coordinators and report activity to the JTSP Commission at their regularly scheduled meetings.
 3. Review and process all financial reimbursement requests and maintain a monthly record of these requests for the JTSP Commission.
- B. Administrative activities for the FY 2017 grant program are as follows:

1. Seek opportunities for new grant applications through advertising and articles in county newspapers, R2PC website, as well as presentation to county agencies, education entities and non-profit organizations, etc.
2. Assist in preparing grant applications.
3. Review grant applications and submit to the JTSP Commission for review and approval.

OBJECTIVE 2 JACKSON TRAFFIC SAFETY COMMISSION (JTSC)

Activities/responsibilities to the JTSC include the following:

- A. Develop a Work Program for the fiscal year.
- B. Prepare meeting agenda packets including:
 1. Agenda.
 2. Minutes.
 3. Financial report from the courts and revenue summary.
 4. Monthly summary of reimbursement requests from JTSP Projects.
 5. Include any JTSP grant activity reports available.
- C. Assist the Commission in annual review of grant applications for JTSP funding.

OBJECTIVE 3 FEDERAL/STATE GRANT PROGRAM

The JTSP Administrator will be responsible for coordination of the Jackson Traffic Safety Program, Office of Highway Safety Program (OHSP) grants for Impaired Driving and Seat Belt Enforcement. Activities include:

- A. Attend mandatory OHSP grant implementation meeting(s).
- B. Schedule meetings with local OHSP grant recipients to update changes in program and funding requirements.
- C. Work with agencies to develop strategic plans for the upcoming fiscal year.
- D. Contact enforcement grantees on a regular basis to ensure enforcement dates and activities as well as reimbursement report deadlines are met.
- E. Compile and submit quarterly Progress and Financial reimbursement requests.

OBJECTIVE 4 COMMUNICATION, EDUCATION, MEETINGS & MEDIA

- A. Update, as needed, the Jackson Traffic Safety Program Brochure for distribution at meetings and to the community.
- B. Provide press releases and resources regarding traffic safety to all interested parties.
- C. Provide traffic safety newsletters, MSP enforcement and training opportunities, traffic safety bulletins and changes in the law regarding traffic safety to the Jackson Traffic Safety Board of Commissioners, R2PC, JTSP Project Directors, and OHSP grant recipients as needed.

FY 2016 JACKSON TRAFFIC SAFETY PROGRAM BUDGET						
<u>Administration of JTSP and OHSP Programs</u>	<u>Hours</u>	<u>Wage</u>	<u>Salary</u>	<u>Fringe</u>	<u>Indirect</u>	<u>Total</u>
Part-time Employee						
<u>Direct Expenses</u>						
Advertising						
Mileage						
Postage						
Printing/Copying						
TOTAL						

Hanover-Horton High School



RECEIVED

AUG 10 2015

Per _____

May 22, 2015

Dear Region 2 Grant:

Thank you very much for your generous donation for the 2015 Hanover-Horton Prom celebration. For your convenience, our tax exempt number is 386001847.

As you know, it is a challenge keeping our children safe and in a positive environment, especially during this celebratory time. With the generous support of community businesses, such as yours, we were able to provide a safe, drug/alcohol free environment with a low cost to the students while offering a variety of activities, food, drinks and prizes.

Over two hundred students enjoyed after prom activities such as a mechanical bull, a green screen, a sumo wrestling blow-up pit, a blow-up obstacle course, inflatable twister, and many great prizes to give away.

Thank you once again, and we look forward to your continued support.

Sincerely,

The Hanover-Horton Class of 2016



A & A Meat Market
Airforce
Airport Lanes
Albion College
Allskate
American One
Art Moehn
Automatic Sales, LLC
Baker College
Berry Plastics
Bigby Coffee
Bigham Family
Blue Man Group
Bob's Country Store
Bone Island
BP
Brooklyn Heating and Plumbing
Brown Cow
Cake Connection
Comedy Sportz
Country Music Hall of Fame
County National Bank
CP Federal Credit Union
Craft Agency
Creative Images
Cross Lake Construction
Daily Grind
Dawn Food
Edible Arrangements
Extreme Dodge
Family Video
Fazoli's
Frosty King
G-Force Automotive
Hanover Horton Boosters
Hanover Horton PTA
Hanover Market
Hard Rock Café
Ice Arena
Jax N' Mix
Jim Winter Buick
Job Skills Technology
Kelly Fuels
Klavons
Knights
Kughn Family
Libra Industries
Little Caesars
Lisa Hamisfar Photography
Livonia Tool & Laser
Loofy's Pizza
Lowes Construction
Lowes Home Improvements
Marcos
Marino's Horton Road
Mast Golf
Maurices
McClain's Hardware
Meckley's Flavor Fruit Farms
Meijer
Museum of Science & Industry
Olive Garden
Outback
Personal Images
Planet Hollywood
Polly's
Prater Family
Prime Cuts
Region 2 Grant
Sam's Club
Sarah Parker Salon
Shedd Aquarium
Sheridan Family
Siena Heights
Snap Fitness
Snyder Family
Starbucks
Stowe's Insurance
Subway
Summers Family
Target
Walmart
Water Store
Weatherwax
Wood Family
Woodbridge Industries
YMCA

ANTHONY S. HOLLOW
Superintendent
tony.hollow@vandyschools.org



RONALD R. BENNETT
Superintendent Emeritus
ron.bennett@vandyschools.org

VANDERCOOK LAKE PUBLIC SCHOOLS
1000 GOLF AVENUE
JACKSON, MICHIGAN 49203
PHONE: 517-782-9044 FAX: 517-788-3690

To: Jackson Traffic Safety Council
From: Vandercook Lake High School
Re: After Graduation Party
Date: August 27, 2015

On behalf of Vandercook Lake High School's Class of 2015, as well as the parent-volunteer steering committee of our after graduation event, we wish to thank you for your recent donation toward our post-graduation celebration. Without your support, and that of so many other generous Jackson area companies, we would not be able to provide this substance-free celebration for our students.

Thanks to your generous contribution to our after graduation party, our students were able to gather to celebrate with their friends in a safe, controlled environment that includes food, entertainment, sports and music. Our celebration took place following the graduation ceremony on May 28, 2015.

Our Vandercook Lake High School students, staff and parents are very grateful for a community that places a high priority on the safety and well-being of our teenagers, and you can be proud to be a part of that effort.

Again, thank you for your kind support of Vandercook Lake High School's Class of 2015 after graduation party, and for your care of the young people of our community.

Sincerely,

Lyman Robertson
2015 After Graduation Event Chair

Anthony Hollow
Superintendent

JACKSON TRAFFIC SAFETY PROGRAM

Financial Reimbursement Form

October 1, 2014 – September 30, 2015

Project Name: CAR SEAT PROGRAM

Agency: JACKSON COUNTY HEALTH DEPARTMENT

Mailing Address: 1715 Lansing Ave, Suite 221, Jackson, MI 49202

Activity Reimbursement Date: October 1, 2014 to June 30, 2015

Expenditures:

Personnel	<u>\$29,987</u>
Contractual	<u>\$ - 0 -</u>
Operating Costs	<u>\$ 1,890</u>
Indirect Costs	<u>\$ - 0 -</u>

Total Cost to Agency: \$31,877

Total Amount of Request: \$10,000

I have attached the following supporting documentation:

Required Progress Report:	<u>Yes</u>	or	No
Required Financial Records:	<u>Yes</u>	or	No

Rafasha Thompson
Signature of Agency/Title

Date: _____

Please submit Financial Reimbursement Request and all supporting documentation to:

Susan Richardson, Director
Jackson Traffic Safety Program
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

Region 2 Planning Commission
JTSP Reimbursement Request
Jackson County Health Department
October 1, 2014 -June 30, 2015
Year ended FY 2015

	Totals
Wages and Salary Expense:	
Wages - Part Time	\$ 26,048.70
Wages - Casual	450.88
OSADI (FICA)	2,102.76
Retirement	1,351.79
Worker's Compensation	<u>33.14</u>
Subtotal - Wages and Salary Expenses	\$ 29,987.27
Operating Expenses	
Office Supplies	\$ 58.00
Operating Supplies	1,646.02
Postage	0.98
Telephone	54.35
Mileage/Gasoline Usage	-
Employee Training	100.00
Refunds	<u>30.00</u>
Subtotal - Operating Expense	\$ 1,889.35
Total Expenses	<u>\$ 31,876.62</u>
JTSP Reimbursement	\$ 10,000.00

CAR SEAT SAFETY PROGRAM

Activity Report: October 1, 2014 - September 30, 2015

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Total
Car Seat Sales													
Wholesale-Infant Carrier & Ed. Session	0	0	0	0	0	0	0	0	0	0			
WIC/Medicaid-Infant Carrier & Ed. Session	8	8	0	5	10	6	3	1	4				
	8	8	0	5	10	6	3	1	4				45
Short Term Rental													
Total	0	2	0	0	0	0	5	1	4				12
OHSP Car Seat & Education Session													
Total	18	12	34	41	23	28	9	29	25				219
Total Car Seats Provided	26	22	34	46	33	34	17	31	33				276
Car Seat Check-CSSP													
Total Car Seat Checks	3	2	3	5	4	8	9	1	5				40
WIC/Medicaid Clients													
Number of adults served	28	22	36	53	34	40	23	31	29				296
Number of children served	36	32	53	67	39	46	28	43	48				392
Education sessions provided	29	24	37	51	37	42	26	32	38				316
Community Presentations/Car Seat Events	27	22	37	48	35	39	21	32	38				299
	2	3	0	1	1	6	2	5	2				22
Number of Participants	18	36	0	11	10	165	11	71	61				383

The Car Seat Safety Program (CSSP), at the Jackson County Health Department, has been providing safe, brand new, low-cost car seats and car seat safety education in the Jackson Community for over 20 years. Motor vehicle crashes are the number one killer of children ages 0-14. Research on the effectiveness of child restraints has found them to reduce the risk of fatal injury by 71% for infants (under 1 year old) and 54% for toddlers (1-4 years old), when used correctly. Also, children ages 4-8 restrained in booster seats are 59% safer than in a seat belt alone. Approximately 86% of Jackson County families do not buckle their children in correctly, putting them at risk of serious or fatal injuries.

Car Seat Safety Program Highlights from April-June 2015:

- provided 5 Infant Carrier Car Seat Safety Presentations for expectant parents at Allegiance Health Stork Club, 36 participants.
- attend WIC Pregnancy Classes and Bosom Buddies Breastfeeding support group weekly at JCHD, to offer car seat assistance and answer car seat questions.
- hosted Operation Homefront Military Baby Shower at JCHD, April 19th, 9 expectant moms, received car seat safety education and a free convertible car seat.
- provided car seat safety presentation to the Adoptive Support Foster Parent Group, May 11th, at Immanuel Lutheran Church, 14 foster parents attended.
- participated at Free Car Seat Check Event, sponsored by the MSP, Jackson Post, at the Allegiance Health Green Market, May 21st and at Jackson Kids' Fest Free Car Seat Check Event, June 12th at American 1 Fair Events Center, inspected 84 car seats, distributed 59 brand new car seats, and destroyed 41 unsafe car seats, total at both events.
- continuing to distribute infant carrier car seats provided by the Jackson Traffic Safety Program to families in Jackson County. Also distributing convertible, high back booster with harness and high-back belt-positioning booster seats provided by OHSP to WIC/Medicaid eligible families. All families receive a car seat safety education session.
- The CSSP is open to all income levels for infant carrier car seats, short-term car seat rentals and car seat checks. The family must be WIC/Medicaid eligible to receive a convertible, high back booster with harness car seat or high back belt positioning booster seat. During the 2013/14 Fiscal Year, the Car Seat Safety Program served over 400 children by either providing them with a safe car seat or by inspecting their current car seat for proper use and installation. Our Certified Child Passenger Safety Technicians have educated over 450 parents/caregivers on how to correctly buckle their child in the car seat and how to properly secure the car seat in their vehicle. Through the CSSP every family receives a car seat safety education session with a certified technician. The technician accompanies each family to their vehicle to ensure that the parent/caregiver correctly installs the car seat in the vehicle and properly buckles their child in the car seat. Currently, through the Office of Highway Safety Planning (OHSP), WIC/Medicaid eligible families pay \$15 for a car seat safety education and receive a free car seat (if needed) at the completion of the session. Infant carrier car seats do not apply. They can be purchased at a discounted rate, including the education session, regardless of income level. The CSSP is the only low cost, car seat safety education program in Jackson County. This vital service in our community is greatly utilized by families, schools, and agencies/organizations that work with families and children.

JACKSON TRAFFIC SAFETY PROGRAM

Financial Reimbursement Form

October 1, 2014 – September 30, 2015

Project Name: Springport Township Traffic Safety Program
Agency: Springport Township Police Department
Mailing Address: 137 E. Main St P.O. Box 186 Springport, MI 49284
Activity Reimbursement Date: July 2015

Expenditures:

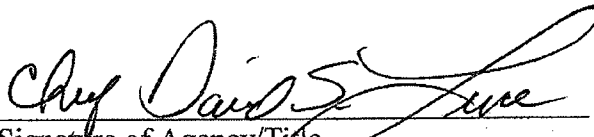
Personnel	<u>\$921.94</u>
Contractual	<u>\$0</u>
Operating Costs	<u>\$159.00</u>
Indirect Costs	<u>\$59.10</u>
Total Expenditures	\$1,140.04

Total Cost to Agency (15% Match): \$171.00

Total Amount of Request: \$969.04

I have attached the following supporting documentation:

Required Progress Report:	<u>Yes</u>	or	No
Required Financial Records:	<u>Yes</u>	or	No



Signature of Agency/Title

Date: 8/5/2015

Please submit Financial Reimbursement Request and all supporting documentation to:

Susan Richardson, Director
Jackson Traffic Safety Program
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

JTSP PROGRESS REPORTS

It is important that monthly/quarterly progress reports accompany every billing that you submit for JTSP funds. Please include any press releases or copies of other articles involving your project.

We would like to have these reports available for the committee members at each meeting.

1. Please list briefly project activities during the month of July, 2015.


During the month of July, Springport Township Police Department worked 26.5 hours of traffic patrol. We made 28 traffic stops, issued 21 speeding citations, 1 other citation, and 14 verbal warnings. OWI patrol was also incorporated into the July 4th patrol with no one being pulled over who had been drinking.

2. Please list any donations to your program this month.

3. Any additional relevant information:

Date: 08/05/2015

Project Director/Coordinator: _____



JACKSON TRAFFIC SAFETY PROGRAM

Financial Reimbursement Form

October 1, 2014 – September 30, 2015

Project Name: Springport Township Traffic Safety Program

Agency: Springport Township Police Department

Mailing Address: 137 E. Main St P.O. Box 186 Springport, MI 49284

Activity Reimbursement Date: September 2015

Expenditures:

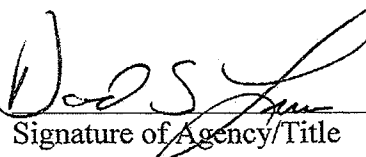
Personnel	<u>\$382.69</u>
Contractual	<u>\$0</u>
Operating Costs	<u>\$66.00</u>
Indirect Costs	<u>\$24.53</u>
Total Expenditures	\$473.22

Total Cost to Agency (15% Match): \$78.11

Total Amount of Request: \$395.11

I have attached the following supporting documentation:

Required Progress Report:	Yes	or	No
Required Financial Records:	Yes	or	No

 Christ of Police
Signature of Agency/Title

Date: 9/8/2015

Please submit Financial Reimbursement Request and all supporting documentation to:

Susan Richardson, Director
Jackson Traffic Safety Program
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

JTSP PROGRESS REPORTS

It is important that monthly/quarterly progress reports accompany every billing that you submit for JTSP funds. Please include any press releases or copies of other articles involving your project.

We would like to have these reports available for the committee members at each meeting.

1. Please list briefly project activities during the month of September, 2015.

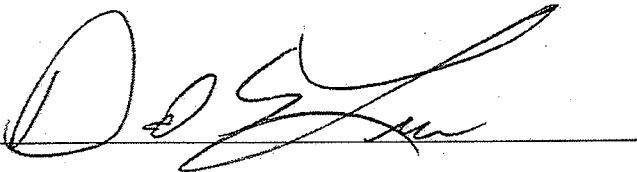
During the month of September, Springport Township Police Department worked 11 hours of traffic enforcement. We made 22 traffic stops, issued 18 speeding citations, 1 other citation, 1 DWLS citation, and 9 verbal warnings.

2. Please list any donations to your program this month.

3. Any additional relevant information:

Date: 9/8/2014

Project Director/Coordinator:



JACKSON TRAFFIC SAFETY PROGRAM

Financial Reimbursement Form

Project Name: STEP Grant

Agency: Jackson Police Dept.

Mailing Address: 216 E. Washington Ave.

Activity Reimbursement Date: 8/14/15-8/29/15

Expenditures:

Personnel \$4,174.17

Contractual

Operating Costs

Indirect Costs

Total Cost to Agency: \$4,174.17

Total Amount of Request: \$3,548.04

I have attached the following supporting documentation:

Required Progress Report: Yes or No

Required Financial Records: Yes or No

Kate Parsons
Signature of Agency/Title

Date: 9/25/15

Please submit Financial Reimbursement Request and all supporting documentation to:

Susan Richardson, Director
Jackson Traffic Safety Program
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

JTSP PROGRESS REPORTS

It is important that monthly/quarterly progress reports accompany every billing that you submit for JTSP funds. Please include any press releases or copies of other articles involving your project.

We would like to have these reports available for the committee members at each meeting.

1. Please list briefly project activities during the month of August, 2015.

10 days of STEP enforcement for the month of August
(14,15,16,20,21,23,26,27,28, and 29)

2. Please list any donations to your program this month.

N/A

3. Any additional relevant information:

Enforcement taken in the areas of high volume traffic and high probable traffic crash intersections

Date: September 9, 2015

Project Director/Coordinator: Lt Christopher A Simpson

2014/2015 STEP Grant Overtime
Period Reported: 08/01/15 - 08/31/15

Traffic Enforcement

Officer Name	Date	Overtime Rate	Hours	Total by Officer
Edmondson, Craig	08/14/15	45.7050	4.00	182.82
Jenks, Robert	08/14/15	55.5393	4.00	222.16
Edmondson, Craig	08/15/15	45.7050	6.50	297.08
Flick, Jennifer	08/15/15	55.5393	6.50	361.01
Flick, Jennifer	08/16/15	55.5393	4.00	222.16
Simpson, Christopher	08/16/15	61.0931	4.00	244.37
Flick, Jennifer	08/20/15	55.5393	4.50	249.93
Edmondson, Craig	08/20/15	45.7050	4.00	182.82
Tinklepaugh, Thomas	08/21/15	44.5950	4.00	178.38
Edmondson, Craig	08/21/15	45.7050	4.00	182.82
Stanton, Wesley	08/23/15	44.5950	4.50	200.68
Brant, Charles	08/23/15	44.5950	4.00	178.38
Stanton, Wesley	08/26/15	44.5950	4.00	178.38
Edmondson, Craig	08/26/15	45.7050	4.00	182.82
Stanton, Wesley	08/27/15	44.5950	4.00	178.38
Jenks, Robert	08/27/15	55.5393	4.00	222.16
Edmondson, Craig	08/28/15	45.7050	4.00	182.82
Edmondson, Craig	08/29/15	45.7050	4.00	182.82
Simpson, Christopher	08/29/15	61.0931	4.00	244.37

Total Hours 82.00

Total Overtime Wages \$4,074.35

FICA 59.08

Workers' Compensation 40.74

Total \$4,174.17

-15% match \$626.13

Total to be reimbursed \$3,548.04