ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting
Agenda
August 18, 2026, at 6:00p.m.

St. Joseph County Road Commission, Boardroom
20914 M-86, Centreville, MI 49032

1. Call to Order

2. Opening Ceremonies
   (Invocation and Pledge of Allegiance)

3. Roll Call

4. Adoption of Agenda

5. Consent Agenda

   A. Executive Committee Meeting Minutes – August 11, 2026

   B. Regular Board Meeting Minutes – July 21, 2026

   C. Deputy Medical Examiner Appointments – Fernanda DaSilva Lameira, MD and Abigail Alexander, MD

   D. Acknowledgement of Receipt – Prior Month Finance Reports: General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report (includes all receipts and payments for services)

   Suggested motion: I move to approve the consent agenda items.

6. Public Comment (4-minute limit per person)

7. Presentations

   A. St. Joseph County Road Commission Annual Report Presentation – Presented by Rodney Chupp and Garrett Myland

   B. Juvenile Court Annual Report Presentation – Presented by Emily Mowry

8. County Administrator's Report

9. Committee Reports and Appointments

10. Unfinished Business

11. New Business

A. Municipal Employees Retirement System (MERS) Revised Defined Benefit Adoption Agreement (Division 22) – Presented by Teresa Cupp

B. Municipal Employees Retirement System (MERS) Revised Hybrid Adoption Agreement (HA) – Presented by Teresa Cupp

C. Central Dispatch Sentinel Technologies/Verkada Request - Presented by Stacey Bower

ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM CENTRAL DISPATCH TO CAPITAL IMPROVEMENT FUND TO FUND DOOR SECURITY PROJECT

261-325-675.010 BUDGETED USE OF FUND BALANCE 34,037
261-325-995.445 TRANSFER TO F445 CAPITAL 34,037

445-001-699.261 TRANSFER IN FROM CENTRAL DISPATCH 34,037
445-001-986.261 CAPITAL - CENTRAL DISPATCH 34,037

Suggested motion: I move to approve the Central Dispatch Sentinel Technologies/Verkada agreement and budget amendment, as presented.

D. Central Dispatch Call Handling Program Budget Amendment – Presented by Stacey Bower

ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM CENTRAL DISPATCH TO CAPITAL IMPROVEMENT FUND TO FUND CALL HANDLING PURCHASE

261-325-675.010 BUDGETED USE OF FUND BALANCE 348,130
261-325-995.445 TRANSFER TO F445 CAPITAL 348,130

445-001-699.261 TRANSFER IN FROM CENTRAL DISPATCH 348,130
445-001-986.261 CAPITAL - CENTRAL DISPATCH 348,130

Suggested motion: I move to approve the Central Dispatch Call Handling budget amendment, as presented.

E. Sheriff's Office Administrative Vehicle Request - Presented by Sheriff Chad Spence

ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM GENERAL FUND TO PURCHASE A SHERIFF'S ADMINISTRATION VEHICLE

101-301-673.000 AUCTION PROCEEDS 35,170
101-872-676.000 INSURANCE REIMBURSEMENTS 13,330
101-965-995.445 TRANSFER TO F445 CAPITAL 48,500

445-001-699.101 TRANSFER IN FROM GENERAL FUND 48,500
445-001-986.351 CAPITAL – SHERIFF 48,500

Suggested motion: I move to approve the Sheriff's Office administrative vehicle request and budget amendment, as presented.

F. Community Corrections Budget Amendment – Presented by Tiffany Howe

ESTABLISH THE BUDGET AND TRANSFER DOLLARS FROM GENERAL FUND DUE TO AN INCREASE IN MONITORING COSTS IN THE COMMUNITY CORRECTIONS FUND

101-212-675.010 BUDGETED USE OF FUND BALANCE 20,000
101-965-995.251 TRANSFER TO F251 COMMUNITY CORRECTIONS 20,000

251-296-699.101 TRANSFER IN FROM GENERAL FUND 20,000
251-296-846.013 CCAB PRETRIAL SERVICES 20,000

Suggested motion: I move to approve the Community Corrections budget amendment, as presented.

12. Commissioner Comments (for items not on the agenda)

13. Adjournment

EXECUTIVE COMMITTEE
Minutes
August 11, 2026, at 4:00 p.m.
ST. JOSEPH COUNTY ROAD COMMISSION, BOARDROOM
20914 M-86, CENTREVILLE, MI 49032

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Luis Rosado, Ken Malone, Terry Conklin, Christina Yunker, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. Municipal Employee Retirement System (MERS) Actuarial Report Presentation – Veronica LaBar

2. Sheriff's Office MERS Request – Teresa Cupp. By consent, the item was added to the agenda.

3. FOIA Appeal FOIA SO-2026-194 – Teresa Cupp. It was moved by Commissioner Malone and seconded by Commissioner Shafer to uphold the partial denial and deny the appeal. Motion carried.

4. FOIA Appeal FOIA SO-2025-114 – Teresa Cupp. It was moved by Commissioner Malone and seconded by Commissioner Baker to reverse in part and uphold the denial in part. Motion carried.

5. Central Dispatch Sentinel Technologies/Verkada Request and Budget Amendment – Stacey Bower. By consent, the item was added to the agenda.

6. Central Dispatch Call Handling Purchase Budget Amendment – Stacey Bower. By consent the item was added to the agenda.

7. Sheriff's Office Administrative Vehicle Request – David Northrop. By consent, the item was added to the agenda.

8. Sheriff's Office K-9 Vehicle Request – David Northrup – Removed from the agenda.

9. Community Corrections Budget Amendment Request – Tiffany Howe. – By consent, the item was added to the agenda.

10. Deputy Medical Examiner Appointment Requests – Erin Goff. By consent, the item was added to the consent agenda.

11. Budget Workshop Dates Discussion – Teresa Cupp. By consent, the following date was set for the first budget workshop, October 20, 2026, from 4-6 p.m.

12. Public Comment (limit 3 minutes)
    Robin Burpee provided comment.

13. Upcoming
    County Road Commission Annual Report

Juvenile Court Annual Report

14. Commissioner Comments
    Conklin, Rosado, Yunker, and Malone provided comment.

There being no further business, the meeting adjourned at 5:36 p.m.

Respectfully submitted,

Melissa J. Bliss

Melissa J. Bliss, St. Joseph County Deputy Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING-AMENDED

July 21, 2026

The Regular Session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the St. Joseph County Road Commission, Boardroom on July 21, 2026, at 6:00 p.m.

1. Chairman Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. Chief Deputy Register Garl called roll:

   Present: Jared Hoffmaster, Ken Malone, Terry Conklin, Luis Rosado, Christina Yunker, and Rusty Baker.

   Also Present: County Administrator Teresa Cupp and Finance Director Angie Steinman

   Absent: Commissioner Shaffer

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Baker and seconded by Commissioner Malone to move item 11a and adopt the agenda, as presented. Motion carried.

   4a. Student Athlete Recognition – It was moved by Commissioner Rosado and seconded by Commissioner Malone to adopt the resolution.

   Commissioner Baker - Yes
   Commissioner Malone – Yes
   Commissioner Yunker – Yes
   Commissioner Conklin – Yes
   Commissioner Hoffmaster – Yes

   Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Rosado and seconded by Commissioner Conklin to approve the consent agenda, as presented.

   A. **Executive Committee Meeting Minutes for July 14, 2026**
   B. **Regular Board Meeting Minutes of June 16, 2026, as amended.**
   C. **Michigan Works! Southwest-Intergovernmental Agreement**
   D. **Michigan Works! Southwest – Workforce Development Board Reappointment – Karen Marcath**

E. Commission on Aging Advisory Board Reappointments – Phil Kline, George Letts, Tim Barron, and Margaret Mead
F. Commission on Aging Award of Architectural & Engineering Services – Bodwe Professional Services
G. Local Emergency Planning Committee Appointment – Chad Witt
H. FY25 Homeland Security Grant Program (HSGP) Agreement
I. Acknowledgement of Receipt – Check Register

Motion carried.

6. PUBLIC COMMENT

Chairman Hoffmaster opened the floor to public comment at 6:11 p.m.

Paige Willis provided comments.

Chairman Hoffmaster closed the floor to public comment at 6:13 p.m.

7. PRESENTATIONS

A. FY2025 Gabridge & Company Audit Presentation
B. Michigan State University – Extension Annual Report Presentation – Bill Hendrian

Commissioner Shaffer joined the meeting at 6:27 p.m.

C. 45th Circuit Court of Michigan Annual Report – Samantha Overholt

8. COUNTY ADMINISTRATOR'S REPORT

County Administrator Teresa Cupp gave an update on the work done by staff for the audit, RFP for Corporate Counsel, courthouse renovations, onboarding for new and returning election workers, and thanked the Commission for acknowledging the student athletes.

9. COMMITTEE REPORTS AND APPOINTMENTS

Commissioner Hoffmaster provided an update on the County Transportation Authority.

10. UNFINISHED BUSINESS

None reported.

11. NEW BUSINESS

A. State Line Remonumentation Agreement

It was moved by Commissioner Malone and seconded by Commissioner Baker to approve the agreement, as presented. Motion carried.

B. Municipal Employees Retirement System (MERS) Retirement Plan Amendment Request

No action was taken.

C. Central Dispatch Call Handling Program Request
It was moved by Commissioner Yunker and seconded by Commissioner Baker to approve the request, pending legal review. Motion carried.

D. Central Dispatch Computer-Aided Dispatch (CAD) Program Request
It was moved by Commissioner Yunker and seconded by Commissioner Baker to approve the request, pending legal review. Motion carried.

E. State Disaster Contingency Fund Grant Resolution
It was moved by commissioner Baker and seconded by Commissioner Conklin to approve the resolution, as presented,

Commissioner Baker - Yes
Commissioner Yunker – Yes
Commissioner Malone – Yes
Commissioner Conklin – Yes
Commissioner Rosado – Yes
Commissioner Shaffer - Yes
Commissioner Hoffmaster – Yes

Motion carried. Resolution 9-2026 was adopted.

12. COMMISSIONER COMMENTS
Commissioner Yunker, Malone, Shaffer, Rosado provided comments.

13. ADJOURNMENT
By consent, the meeting adjourned at 7:16 p.m.

Melissa J. Bliss

Melissa J. Bliss
Deputy Clerk

COUNTY ADMINISTRATOR Telephone: (269) 467-5617

125 Main St.
P.O. Box 277
Centreville, MI 49032-0277

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 18, 2026

DEPARTMENT: On behalf of WMED Medical Examiner's Office

PREPARED BY: Administration

SUBJECT: Appointment of Deputy Medical Examiners

SPECIFIC ACTION REQUESTED:

Per MCL 52.201a, request appointment of Fernanda Da Silva Lameira, MD as Deputy Medical Examiner (effective 8/3/2026) and Abigail Alexander, MD as Deputy Medical Examiner (effective 9/14/2026).

DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):

The current list of Deputy Medical Examiners includes -
Effective 8/3/2026:
Patrick Hansma, DO
Amanda Fisher-Hubbard (appointment ends 9/4/2026)
Thomas Koster, DO
Christine James, DO
Anna Tart, MD
Nicholas Kostelecky, MD (appointment ends 9/11/2026)
Fernanda Da Silva Lameira, MD
Effective 9/14/2026: Abigail Alexander, MD

FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):

No additional county funds are requested.

Fernanda Da Silva Lameira

CONTACT INFORMATION

Phone: (757) 405-4558

300 Portage Street, Kalamazoo MI 49007

fernanda.dasilvalameira@wmed.edu

CURRENT:

Deputy Medical Examiner at West Michigan University Homer Stryker M.D. School of Medicine (WMed) in Kalamazoo since August 2026.

WORK:

Owner and medical director at the Private Autopsy, LLC in Virginia from February until July 2026.

Assistant Chief of Medical Examiner (ACME) at Virginia department of Health (VDH) at the Tidewater office/Norfolk from August 10th, 2024 until February, 2026.

EDUCATIONAL TRAINING AND POSTGRADUATE ACTIVITIES

July 2023- June 2024: Forensic Pathology, fellowship at Virginia Commonwealth University, Richmond, VA.

July 2019- June 2023: Residency in Anatomic and Clinical Pathology at Louisiana. State University, New Orleans.

January 2006 - February 2017: Worked as a physician in Brazil.

January 2004 - December 2005: Family Medicine residency in Brazil (no ACME accredited)

January 1998- December 2003: M.D. Universidade Federal de Ciencias da Saude de Porto Alegre, RS, Brazil.

EXAMINATIONS AND LICENSURE

Anatomic and Clinical Pathology board certified since 6/2023.

Medical licensure : Unrestricted VA, PA and MI licenses.

PRESENTATIONS/POSTERS:

Lameira, Fernanda, Wendy Gunther. Suicide by saw chain in the leg. National Association of Medical Examiners. 2025.

Lameira, Fernanda, Gunther W, Masian N. Penile torsion -uncommon method of identification. American Association of Forensic Sciences. AAFS. 2023

Lameira, Fernanda; Cameron; Vander Heide, Richard; Fox, Sharon. Pathologic Features of Post-Acute Sequelae of COVID-19 (PASC) at Autopsy. USCAP. March 2022

Harbert, Jack; **Lameira, Fernanda**; Beversdorf Walter; Bhalla, Ritu; Rinker, Elizabeth. CD30+ Anaplastic Enteropathy Associated T Cell Lymphoma Mimicking Cohn's' Disease. ASCAP. September 2021.

Fernanda da Silva Lameira; Anh Q Nguyen; Sharon Fox; Rachna Jetly. Rare Cause of Hemophagocytic Lymphohistiocytosis: An Autopsy Report. 2021 Medical Research Day at LSU School of Medicine. Winner of the Clinical Vignettes. June 2021

Lameira, Fernanda S.; Sadough, Maryam; Fox, Sharon; Vander Heide, Richard. Pulmonary Pathology in Long-Haul COVID-19 at Autopsy. USCAP Virtual Meeting, 2021.

Harbert, Jack L.; **Lameira, Fernanda S**.; Rachna, Jetly; Fox, Sharon E.; Love, Gorgon L. Quantitative Analysis of Megakaryocytes in Autopsy Lungs and Bone Marrow of Patients with COVID-19. USCAP Virtual Meeting, 2021.

Lameira, Fernanda S.; Wang, Katherine; Rinker, Elizabeth; Rachna, Jetly. Leukemia Cutis in a Patient with Rare Indolent T- Prolymphocytic Leukemia – A Case Report and Review of the Literature. ASCP Virtual Meeting, 2020.

ORIGINAL MANUSCRIPTS

Dermal Microangiopathy of COVID-19: Findings from an International Series of Autopsy and Nailfold Capillaroscopy Studies.**, Fernanda S**.; Roberta Gualtierotti, Maryam S. Shahmirzadi; Zaid N. Khreefa; Bing Han; Nicolo Rampi; Massimo Cugno; Flora Peyvandi; Vander Heide, Richard; Sharon E. Fox. USCAP Virtual Meeting, 2021 and published on December 3rd of 2021 at Modern Pathology vol 34 (supply 2).

Acute Endotheliitis (Type 3 Hypersensitivity Vasculitis) in Ten COVID-19 Autopsy Brains. Roy H Rhodes; Gordon L. Love; **Fernanda S. Lameira**; Maryam S. Sadough; Sharon E. Fox; Richard S. Vander Heide. Published in medRxiv. 2021. DOI:10.1101/2021.01.16.21249632

Cardiac Endotheliitis and Multisystemic Inflammatory Syndrome after COVID-19. Fox, Sharon E.; **Lameira, Fernanda S**.; Rinker, Elizabeth B.; Vander Heide, Richard S. Annals of Internal Medicine. Dec 15;173(12):1025-1027. doi: 10.7326/L20-0882. Epub 2020 Jul 20. PMID: 32726150

Cardiac pathology in COVID-19 Infection. Fox, Sharon E.; Li Guang; Akmatbekov, Aibek; Harbert Jack L.; **Lameira, Fernanda S**.; Brown Quincy; Vander Heide, Richard S. Circulation. Sep 15;142(11):1123-1125. doi: 10.1161/CIRCULATIONAHA.120.049465. Epub 2020 Jul 20. PMID: 32689809

COVID-19 Autopsies and Personal Protective Equipment. Han, Bing; **Lameira, Fernanda S.**; Bhalla, Ritu, Love; Gordon. Letters to the Editor. Archives of Pathology and Laboratory Medicine. 2020 Nov 1;144 (11):1295a-1295. doi: 10.5858/arpa.2020-0341-LE. PMID: 3252059

PROFESSIONAL ORGANIZATIONS

- College of American Pathologists (CAP)
- National Association of Medical Examiners (NAME)

Licensing and Regulatory Affairs

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Professional Licensing

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Licensed Professional Information:
Medical Doctor 4301518106

Licensee Detail

License Type:
Medical Doctor

License Number:
4301518106

Name:
Fernanda Da Silva Lameira

License Issue Date:
05/15/2026

License Expiration Date:
05/15/2029

License Status:
Active

County:
Kalamazoo

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CURRICULUM VITAE

ABIGAIL L. ALEXANDER, MD, MPH, MS

EDUCATION

Medical School	University of Miami Miller School of Medicine, MD	2019
Undergraduate	Northeastern University, BS in Chemistry *Summa cum Laude*	2012
Other Advanced Degrees	Northeastern University, MS in (Organic) Chemistry University of Miami, MPH	2013 2019

POSTGRADUATE TRAINING

Residency	Anatomic and Clinical Pathology Brown University	2019 - 2023
Fellowship	Forensic Pathology Broward County Office of Medical Examiner and Trauma Services	2023 - 2024

BOARD CERTIFICATIONS

Anatomic Pathology of the American Board of Pathology	2023
Forensic Pathology of the American Board of Pathology	2024

EMPLOYMENT

Alexander Forensic Pathology, PLLC — 2026 - Present
Owner

Alleghany County Office of the Medical Examiner — 2025 - Present
Locum Tenens Pathologist

State of New Hampshire Office of the Chief Medical Examiner
Associate Medical Examiner — 2024 - 2026

OTHER

Caregiving an Elderly Parent — 2026 - Present

MEDICAL LICENSES

New Hampshire — 2025 - 2027
#25628
Pennsylvania — 2025 - 2026
#MD492050C
Florida — 2022 - 2027
#ME159167
North Dakota — 2026 - 2027
#24130
IMLC — 2025 - 2026
#LOQ

FACULTY APPOINTMENTS

Dartmouth Geisel School of Medicine
Clinical Assistant Professor of Pathology and Laboratory Medicine 2024 - 2026

MEMBERSHIP IN SOCIETIES

American Medical Association 2024 - Present
National Association of Medical Examiners 2020 - Present

AWARDS

NAME John Smialek Best Resident Poster Award 2022
NAME Travel Stipend 2022
American Academy of Neuropathologists Trainee Travel Award 2022
American Academy of Neuropathologists Trainee Travel Award 2021
Global Health Scholar Award of UMMSM 2015
UMMSM Academic Scholarship Award 2014-2018

BOOK CHAPTERS

Inflammatory Pathology. (2024). In *General Pathology Student Guide* (pp. 18-33). Springer.

PUBLICATIONS

1. **Alexander AL**, Gill JR. Femicide in the United States: A Study of Connecticut Autopsy and Death Investigation Data. Am J Forensic Med Pathol. 2024 Sep 1;45(3):198-201. doi: 10.1097/PAF.0000000000000920. Epub 2024 Feb 27. PMID: 38411166.

2. **Alexander A,** Alvarez VE, Huber BR, et al. Cortical-sparing chronic traumatic encephalopathy (CSCTE): a distinct subtype of CTE. Acta Neuropathol. 2024 Feb 26;147(1):45. doi: 10.1007/s00401-024-02690-5. PMID: 38407651; PM CID: PMC11348287.

3. **Abigail L Alexander,** Swee Yang Lim, Lauren J Massingham, Oliver Phillips, Mary-Kathryn Chambers, John E Donahue, Authors' response to: "Alexander disease genetics: Beyond GFAP exon sequencing?", *Journal of Neuropathology & Experimental Neurology*, Volume 83, Issue 1, January 2024, Pages 67–68, https://doi.org/10.1093/jnen/nlad101

4. **Abigail Alexander, MD, MPH**, Devon Jackson, MD, John E. Donahue, MD, Alexander Chirkov, MD and Priya Banerjee, MD. Bing Neel Syndrome: A Rare Contributing Factor of Psychosis and Suicidality. *Am. J. Forensic Med. Pathol;* Accepted Dec. 2022.

5. Gill JR, **Alexander AL**, Morotti RA. College of American Pathologists (CAP) Forensic Pathology Resource Committee. *2024 FR-A Forensic Pathology Program: Case 3: Maternal Death in Illicit Abortion*. Northfield, IL: CAP; 2024.

6. **Abigail L Alexander MD, MPH**, Swee Yang Lim MD, Lauren J Massingham MD, Oliver Phillips MD, Mary-Kathryn Chambers MS, GCG and John E Donahue, MD. Pathologic Alexander disease with normal GFAP sequencing: an autopsy case report and literature review. *J. Neuropathol. Exp. Neurol*; Sept. 2022.

7. Teddi Tubre, MD, Sean Hacking MB,BCh,BAO, **Abigail Alexander MD, MPH** et al. Prostate-Specific Membrane Antigen Expression in Meningioma: A Promising Theranostic Target. *J. Neuropathol. Exp. Neurol*; Sept. 2022.

8. Joshua T. Cohen, MD, Marsela Hyska-Campbell, DO, **Abigail L. Alexander, MD, MPH** et al. Pancreatic

intraductal tubulopapillary neoplasm progression requiring completion pancreatectomy: a case report and literature review. *International Journal of Surgery Case Reports*; October 8, 2020.

9. **Abigail Alexander, MS**, Hermes Florez, MD, PhD, MPH and Nuria Ladera, MFT. Hyperglycemia and Dyslipidemia of Isabela, Galapagos, Ecuador: A Pilot Study of Cardiovascular Risk Factors in an Isolated Community. *Diabetes Research and Clinical Practice*; May 26, 2017.

10. Lakshmi, S., Alcalde, M., Shaikhomer, M., **Alexander, A.,** Gill-Wiehl, G, et al. (April 4, 2016). HCV cure in HIV/HCV coinfected patients is associated with frequent clinical monitoring. *Journal of Managed Care*.

11. **Alexander, A**. & Hoenig, L. (2016). Enjoying Opera, Dermatology Style. *JAMA Derm*.

12. Chhadva P., **Alexander A.,** McClellan A.L., McManus K.T., Seiden B., Galor A. The impact of conjunctivo- chalasis on dry eye symptoms and signs. *Invest Ophthalmol Vis Sci.* 2015;56:2867–2871. DOI:10.1167/iovs.14-16337

13. Kallmerten, Amy E; **Alexander, Abigail**; Wager, Krista M; Jones, Graham B. Microwave-accelerated labeling methods in the synthesis of radioligands for positron emission tomography imaging. *Current radiopharmaceuticals.* 2011;4(4):343-54

14. La Beaume, Paul; Placzek, Michael; Daniels, Mathew; Kendrick, Ian; Ng, Patrick; McNeel, Melissa; Afroze, Roushan; **Alexander, Abigail**; et al. Microwave-accelerated fluorodenitrations and nitrodehalogenations: expeditious routes to labeled PET ligands and fluoropharmaceuticals. *Tetrahedron Letters.* 2010;51(14):1906-1909.

ABSTRACTS AND PRESENTATIONS

1. National Association of Medical Examiners, Louisville, KY, USA Oct. 2025
   Platform: "American Femicide as a Function of Gun Ownership: A Comparison of Two States" Abigail Alexander, MD, MPH and James Gill, MD, FCAP

2. National Association of Medical Examiners, San Jose, CA, USA Oct. 2023
   Poster: "Femicide in the United States: A Pilot Study of Connecticut Autopsy and Death Investigation Data." Abigail Alexander, MD, MPH and James Gill, MD, FCAP

3. National Association of Medical Examiners, Dallas, TX, USA Oct. 2022
   Poster: "Bing Neel Syndrome: A Rare Contributing Factor of Psychosis and Suicidality." Abigail Alexander, MD, MPH, Devon Jackson, MD, John E. Donahue, MD, Priya Banerjee, MD and Alexander Chirkov, MD.

4. American Academy of Neuropathologists, Bonita Springs, FL, USA June 2022
   Platform: "Cortical-sparing Chronic Traumatic Encephalopathy (CS-CTE): Categorizing a Distinct Pathological Subtype of CTE," Abigail Alexander, MD, MPH, Victor E. Alvarez, MD, Bertrand Huber, MD, PhD, Michael Alosco, PhD, Jesse Mez, MD, Ivana Delalle MD, Ann C McKee, MD and Thor D Stein, MD, PhD.

5. American Society of Clinical Oncology, Chicago, IL, USA June 2022
   Poster: "Prostate-specific membrane antigen expression in meningioma," Heinrich Elinzano, MD, Teddi Tubre, MD, Sean Hacking, MB, BCh, BAO, Abigail Alexander, MD, MPH, Arlen Brickman, MD, Ivana Dellale, MD, PhD and John Donahue, MD.

6. American Academy of Neuropathologists, St Louis, MO, USA June 2021
   Platform: "Pathologic Alexander Disease with Normal GFAP Sequencing," Abigail L Alexander MD, MPH, Swee Yang Lim MD, Lauren J Massingham MD, Oliver Phillips MD, Mary-Kathryn Chambers MS, GCG and John E Donahue, MD.

7. United States and Canadian Academy of Pathologists, Virtual Mar. 2021
   I. Platform: "Assessment of Racial Inequities in Recent US Pediatric Autopsy Rates," Abigail L Alexander MD, MPH, Sonja Chen, MBBS, Sarah Beth Andrea, PhD and Katelyn Dannheim, MD
   II. Poster: "Improving Autopsy Correct Consent Rates through Interdisciplinary Communication: An Unforeseen Outcome of the COVID-19 Pandemic," Abigail L Alexander MD, MPH and Katelyn Dannheim, MD
   III. Poster: "The Utility of Postmortem Blood Cultures: A Two Year Institutional Assessment," Stephanie Riviere MD, Abigail Alexander MD, MPH, Lee M Cross MD, MPH, Katelyn Dannheim, MD and April Bobenchik, PhD

8. American Academy of Forensic Sciences, Anaheim, CA, USA Feb. 2020
   Poster: "Anticoagulation and Exsanguination: a Case Series of Fatalities from Superficial Wounds in the Elderly," Abigail Alexander MD, MPH and Priya Banerjee, MD

9. American Public Health Association, Atlanta, GA, USA Nov. 2017
   Poster: "Cardiovascular Disease in Galápagos: Exacerbating Issues in the Entire Ecosystem," Alexander, A; Florez, H, Ladera, N.

10. Bridging the Sciences, FL, USA Sept. 2015
    Poster: "Treatment of Hepatitis C in Patients Coinfected with HIV in a Large Urban Care Center," Lakshmi S., Shaikhomer M., Alexander A., Dushyantha J., et al

BIOARCHAEOLOGICAL FIELD WORK

1. The Andover Project, Tahuata, Marquesas, French Polynesia 2018
   East Polynesian Archaic to European Contact Period (1250 - 1880 CE)

2. Khanuy Valley Project, Aimag Arkhengai, Mongolia 2011
   Bronze Age Mongolian (200 BCE - 300 CE)

3. The Huari Project, Ancash, Perú 2007
   Bioarchaeology, Pre-Incan mummy burials (1100 - 1250 CE)

4. Pollentia Archeological Field School, Alcudía, Spain 2006
   Imperial Roman City (123 - 500 CE)

5. Talayot Culture of Mallorca, Deía, Spain 2006
   Pre-Roman Iberian (1000-800 BCE)

EMC0009988APP26

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
P.O. BOX 30670
LANSING, MI 48909

STATE OF MICHIGAN - DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

EXPEDITED MEDICAL COMPACT LICENSE

STATE OF PRINCIPAL LICENSE - NEW HAMPSHIRE

ABIGAIL L ALEXANDER

LICENSE NO.	ORIGINAL ISSUE DATE	EXPIRATION DATE	
EMC0009988	07/20/2026	07/20/2029	26201110756

ABIGAIL L ALEXANDER
208 BIRCH HILL RD
WARNER, NH 03278

COMPLAINT INFORMATION:
THE ISSUANCE OF THIS LICENSE SHOULD NOT BE CONSTRUED AS A WAIVER, DISMISSAL OR ACQUIESCENCE TO ANY COMPLAINTS OR VIOLATIONS PENDING AGAINST THE LICENSEE, ITS AGENTS OR EMPLOYEES.

FUTURE CONTACTS:
YOU SHOULD DIRECT INQUIRIES REGARDING THIS LICENSE OR ADDRESS CHANGES TO THE DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS BY EMAILING BPLHELP@MICHIGAN.GOV OR CALL (517) 241-0199

YOUR LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE.

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

EXPEDITED MEDICAL COMPACT LICENSE
STATE OF PRINCIPAL LICENSE - NEW HAMPSHIRE

ABIGAIL L ALEXANDER

LICENSE NO.	ORIGINAL ISSUE DATE	EXPIRATION DATE	
EMC0009988	07/20/2026	07/20/2029	26201110756

THIS DOCUMENT IS DULY ISSUED UNDER THE LAWS OF THE STATE OF MICHIGAN

Defined Benefit Plan Adoption Agreement

1134 Municipal Way Lansing, MI 48917 | 800.767.6377 | Fax 517.703.9707 | mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS Defined Benefit Plan provided by the Municipal Employees' Retirement System of Michigan, as authorized by 1996 PA 220, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name St Joseph County **Municipality #:** 7803

If new to MERS, please provide your municipality's fiscal year: _____ through _____.
Month Month

II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20___.

- ☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):
  - ☐ All prior service from date of hire
  - ☐ Prior service proportional to assets transferred; all service used for vesting
  - ☐ Prior service and vesting service proportional to assets transferred
  - ☐ No prior service but grant vesting credit
  - ☐ No prior service or vesting credit
- ☐ Link this new division to division number _____ for purposes of determining contributions (Unless otherwise specified, the standard transfer/rehire rules apply)

B. ☒ If this is an **amendment** of an existing Adoption Agreement (Defined Benefit division number 22), the effective date shall be the first day of 01/2027 (mm/yy). *Please note:* You only need to mark ***changes*** to your plan throughout the remainder of this Agreement.

C. ☐ If this is a **temporary benefit** (Defined Benefit division number(s) _____), select one of the following:

- ☐ This is a **temporary Benefit Window** with a duration of 2-6 months. Effective dates are from ___/01/___ through the last day of ___/20___ (mm/yy). Complete provisions as applicable under Section IV of this form.
- ☐ This is a **temporary Lump Sum Buyout Program** for terminated vested participants with a duration of 6-24 months. Effective dates are from ___/01/___ through the last day of ___/20___ (mm/yy). Payout will reflect ____% (1-100%) of the participant's present value of accrued benefit. For example, if 40% is used, the payout will be 40% of the present value of the benefit. This percentage cannot be changed once adopted.

D. ❒ If this is to **separate employees** *from an existing Defined Benefit division* (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.

E. ❒ If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20____.

F. ❒ If this is an amendment to close Defined Benefit division(s) #_____, with new hires, rehires, and transfers going into an **existing** Defined Benefit division # _____, the effective date shall be _____ (month/year).

Note: Closing this Defined Benefit division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.

(The amount may be adjusted for any benefit modifications that may have taken place since then).

G. ❒ If this is to close Defined Contribution or Hybrid division #_____ with its current and/or future active participants enrolling in existing Defined Benefit division #_____ (previously closed, now re-opened), the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the *Addendum for Plan Freeze, Closure and Conversions*.

H. ❒ If this is to close Defined Contribution or Hybrid division #_____ with its current and/or future active participants enrolling in a new Defined Benefit division, the effective date shall be the first of _____, 20____.

Please complete all subsequent sections of this Defined Benefit Adoption Agreement (including all provisions in effect) and the *Addendum for Plan Freeze, Closure and Conversions*.

III. Plan Eligibility

Division Title: 22 - Road and Sheriff Admin

Only those employees eligible for MERS membership may participate in the MERS Defined Benefit Plan. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the service credit qualification defined below. All eligible employees must be reported to MERS. Please describe the specific classifications that are eligible for MERS within this division:

Road division hired after 1/1/16 and Sheriff Admin positions including only Undersheriff, Chief Deputy, Jail Captain

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

This Division includes **public safety employees** (this information is used for actuarial purposes only. It does not relate to the additional tax for early distribution): ☒ Yes ☐ No

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total	☐	☐	☐
Part-Time Employees: Those who regularly work fewer than _____ per _____	☐	☐	☐
Seasonal Employees: Those who are employed for tasks that occur at specific times of the year	☐	☐	☐
Voter-Elected Officials	☐	☐	☐
Appointed Officials: An official appointed to a voter-elected office	☐	☐	☐
Contract Employees: Municipal or judicial employees working under an employment contract with the municipality (excluding a collective bargaining agreement) and whose wages are reported under IRS Form W-2	☐	☐	☐
Other: _____	☐	☐	
Other 2: _____	☐	☐	

Probationary Periods (select one):

☐ Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service. Service will begin to accrue and contributions must be reported when the Probationary Period ends.

The probationary period will be _____ month(s).
Comments:

☒ Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

IV. Provisions

1. Service Credit Qualification

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an *hours and days* has been previously defined (like 10 seven-hour days), stating "70 hours" will be required. Employees must meet the definition of Plan Eligibility in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) 80 hours in a month.

2. Leaves of Absence

Indicate by checking the boxes below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.

Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages **are not** reported for leaves of absence.
- Employers **are not** required to remit employer contributions based on leaves of absence when no wages are paid by the employer.
- For **contributory divisions**, employee contributions are required where service credit is granted and due at the time of monthly wage and contribution reporting. Employers may use the following formula to calculate employee contributions: the employee's current hourly rate (prior to leave), multiplied by service credit qualification (hours) multiplied by employee contribution. For example, if employees' hourly rate is $20, the division requires 120 hours to obtain service credit, and employee contributions are 5%, the calculation will look like: $20/hour X 120 X .05 = $120 in employee contribution for that leave month. Employers may use another internal formula, if they choose and MERS will make note of it.

If an alternative formula is going to be used, please describe that here:

Type of Leave	Service Credit Granted	Service Credit Excluded
Short-Term Disability	☐	☐
Long-Term Disability	☐	☐
Workers' Compensation	☐	☐
Unpaid Family Medical Leave Act (FMLA)	☐	☐
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	☐	☐
Other 2: _____ Additional leave types as above	☐	☐

Leaves of absence due to military service are governed by the Federal U*niformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Benefit as applicable.

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation:

☐ Base Wages ☐ Box 1 Wages of W-2 ☐ Gross Wages

Click here to view details of Base, Box 1, and Gross Wages

☒ Custom Definition

(To customize your definition, please complete the Custom Definition of Compensation Addendum.)

V. Valuation-Required Provisions

Valuation Date: n/a _____, 20____

1. Review the valuation results

It is recommended that your MERS representative presents and explains the valuation results to your municipality before adopting. Please choose one:

☐ Our MERS representative presented and explained the valuation results to the _____ (Board, Finance Cmte, etc.) on _____ (mm/dd/yyyy).

☐ As an authorized representative of this municipality, I _____ (Name) _____ (Title) waive the right for a presentation of the results.

This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary that sets contribution rates.

Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

2. **Benefit Multiplier** (1%-2.5%, increments of 0.05%) 2.0 % (max 80% for multipliers over 2.25%)

   ☐ Check here if multiplier will be effective for existing active members' future service only (Bridged Benefit as of effective date on page 1)

   If checked, select one below:

   ☐ Termination Final Average Compensation (calculated over the members entire wage history)

   ☐ Frozen Final Average Compensation (FAC is calculated twice, once for the timeframe that matches the original multiplier, and once for the new multiplier)

3. **Final Average Compensation** (Min 3 yr, increments of 1 yr) 3 years

4. **Vesting** (1 -10 yrs, increments of 1 yr) 8 years

5. **Normal Retirement Age** will be the later of: 60 (any age from 60-70), or the vesting provision selected above (#4).

6. **Required employee contribution** (Increments of 0.01%) 10.00 %

7. **Unreduced Early Retirement/Service Requirements:**

☐ Age 50 – 54_____	Service between 25 and 30 years _____
☐ Age 55 – 65_____	Service between 15 and 30 years _____
☑ Service only (must be any number from 20 – 30 years accrued service): 25	
☐ Age + Service Points (total must be from 70 – 90): _____ points	

8. **Other**

   ☐ Surviving Spouse will receive 50% of Straight Life benefit without a reduction to the employees' benefit (also known as an RS50)

   ☐ Duty death or disability enhancement (add up to additional 10 years of service credit not to exceed 30 years of service)

   ☐ Deferred Retirement Option Program (DROP) – If selected, complete the following:

   - Credited interest rate: _____% (please select either 0 or 3%)
   - The employer, if selected, will delay a Cost of Living Adjustment (COLA) during the DROP period (skip if not applicable): ☐ Yes ☐ No
   - Credited payment percentage will be: _____% (enter a number from 1-100% in increments of 1%) throughout the duration of the DROP period.

❒ Annuity Withdrawal Program (AWP)

Calculation of the actuarial equivalent of the lump sum distribution made under AWP will be done using:

❒ Interest rate for employee contributions as determined by the Retirement Board, or

❒ MERS' assumed rate of return as of the date of the distribution.

9. Cost-of-Living Adjustment

❒ All **current** retirees as of effective date ❒ Retirees who retire **between** ____/01/____ and ____/01/____	❒ **Future** retirees who retire after effective date
Increase of _____% or $_____ per month	Increase of _____% or $_____ per month
Select one: ❒ Annual automatic increase ❒ One-time increase	❒ Annual automatic increase
Select one: ❒ Compounding ❒ Non-compounding	Select one: ❒ Compounding ❒ Non-compounding
Employees must be retired _____ months (6-12 months, increments of 1 month)	Employees must be retired _____ months (6-12 months, increments of 1 month)

❒ Check here if the existing COLA will be bridged for active participants as of the effective date selected on this form. Benefits accrued for service after the effective date will have no COLA increase applied.

10. Service Credit Purchase Estimates are:

❒ Not permitted

◉ Permitted

VI. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Benefit Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Benefit Plan Adoption Agreement, the provisions of the Plan Document control.

VII. Modification Of The Terms Of The Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VIII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency.
4. The Employer acknowledges that wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference.
5. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. The Employer acknowledges that changes to the Employer's MERS Defined Benefit Plan must be made in accordance with the MERS Plan Document and applicable law, and agrees that MERS will not administer any such changes unless the MERS Plan Document and applicable law permit same, and MERS is capable of administering same.

IX. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by St Joseph County _____ on
(Name of Approving Employer)
the _____ day of _____, 20_____.

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____ , 20_____ Signature: _____
(Authorized MERS Signatory)

Customized Definition of Compensation Addendum

(MERS Defined Benefit, Defined Contribution, Hybrid, or 457)

MERS® Municipal Employees' Retirement System

1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711 | www.mersofmichigan.com

If you choose to customize your Definition of Compensation as part of your MERS plan provisions, you must select boxes in each section you would like to include. You will be responsible for additional reporting details to track custom definitions.

Types of Compensation

Regular Wages

- [x] Salary or hourly wage X hours
- [x] PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified)
- [ ] On-call pay
- [ ] Other: _____

Other Wages apply: YES [x] NO [ ]

- [x] Shift differentials
- [x] Overtime
- [ ] Severance issued over time (weekly/bi-weekly)
- [ ] Other: _____

Lump Sum Payments apply: YES [x] NO [ ]

- [x] PTO payouts
- [ ] Longevity
- [ ] Bonuses
- [ ] Merit pay
- [ ] Job certifications
- [ ] Payment for education
- [ ] Moving expenses
- [ ] Sick payouts
- [ ] Severance (if issued as lump sum)
- [ ] Other: _____

Taxable Payments apply: YES [ ] NO [x]

- [ ] Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement)
- [ ] Prizes, gift cards
- [ ] Personal use of a company car
- [ ] Car allowance
- [ ] Other: _____

Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES [ ] NO [x]

- [ ] Gun, tools, equipment, uniform
- [ ] Phone
- [ ] Fitness
- [ ] Mileage reimbursement
- [ ] Travel through an accountable plan (i.e. tracking mileage for reimbursement)
- [ ] Other: _____

Types of Deferrals

Elective Deferrals of Employee Premiums/Contributions apply: YES [ ] NO [x]

- [ ] 457 employee and employer contributions
- [ ] 125 cafeteria plan, FSAs and HSAs
- [ ] IRA contributions
- [ ] Other: _____

Types of Benefits

Nontaxable Fringe Benefits of Employees apply: YES [ ] NO [x]

- [ ] Health plan, dental, vision benefits
- [ ] Workers compensation premiums
- [ ] Short- or Long-term disability premiums
- [ ] Group term or whole life insurance < $50,000
- [ ] Other: _____

Mandatory Contributions apply: YES [ ] NO [x]

- [ ] Defined Benefit employee contributions
- [ ] MERS Health Care Savings Program employee contributions
- [ ] Other: _____

Taxable Fringe Benefits apply: YES [ ] NO [x]

- [ ] Clothing reimbursement
- [ ] Stipends for health insurance opt out payments
- [ ] Group term life insurance > $50,000
- [ ] Other: _____

Other Benefits / Lump Sum Payments apply: YES [ ] NO [x]

- [ ] Workers compensation settlement payments
- [ ] Other: _____

MERS Hybrid Plan Adoption Agreement

1134 Municipal Way Lansing, MI 48917 | 800.767.6377 | Fax 517.703.9707 www.mersofmich.com

The Employer, a participating municipality or participating court within the State of Michigan that has adopted MERS coverage, hereby establishes the following MERS Hybrid Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name St Joseph County **Municipality #:** 7803

If new to MERS, provide your municipality's/court's fiscal year: _____ (Month) through _____ (Month).

II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20___.

☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

☐ Vesting credit from date of hire ☐ No vesting credit

☐ This division is for new hires, rehires, and transfers of current Defined Benefit* division #_____ and/or current Defined Contribution division #_____

For divisions that are closing or freezing with or without conversion, the Employer must complete the *Addendum for Plan Freeze, Closure and Conversions*

B. ☒ If this is an **amendment** of an existing Adoption Agreement (Hybrid division #HA), the effective date shall be the first day of January, 2027. *Please note:* You only need to mark ***changes*** to your plan throughout the remainder of this Agreement.

C. ☐ If this is to **separate employees** from an existing Hybrid division

(existing division number(s) _____)

into a new Hybrid division, the effective date shall be the first day of _____, 20_____.

D. ☐ If this is to merge division(s) _____ into division(s) _____, the effective date shall be the first of _____, 20____.

E. ☐ If this is an amendment to close Defined Benefit division(s) #_____ or Hybrid division(s) _____ with new hires, rehires, and transfers going into an **existing** Hybrid division # _____, the effective date shall be _____ (month/year).

Note: Closing this Defined Benefit division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.

(The amount may be adjusted for any benefit modifications that may have taken place since then).

III. Plan Eligibility

Division Title: General Hybrid

Only those employees eligible for MERS membership may participate in the Hybrid Plan. If an employee classification is **included** in the plan, then employees that meet this definition will receive service credit if they work the required number of hours to meet the specified service credit qualification and are required to contribute to both the Defined Benefit and Defined Contribution portions of Hybrid as defined below. All eligible employees must be enrolled in the plan. Please describe the specific classifications that are eligible for MERS within this division:

FT employees hired after 1/1/13 including Sheriff, Clerk, Treasurer, Prosecutor, Drain Comm. ((excluding police, Undersheriff, Chief Deputy, and Jail Captain)

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

*(excluding Sheriff Admin hired after 09/01/2026)

This Division includes **public safety employees** (this information is used for actuarial purposes only. It does not relate to the additional tax for early distribution): ☐ Yes ☐ No

If you elect to include a special classification (chart below), then the employee will be required to meet the Service Credit Qualification under the Defined Benefit portion of Hybrid as defined under section IV (Provisions) in order to earn a month of service. Excluded classifications will require additional information below. For Defined Contribution portion of Hybrid, vesting is determined according to elapsed time (or hours reported, if applicable).

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
Temporary Employees: Those who will work for the municipality fewer than _____ months in total	☐	☐	☐
Part-Time Employees: Those who regularly work fewer than _____ per _____	☐	☐	☐
Seasonal Employees: Those who are employed for tasks that occur at specific times of the year	☐	☐	☐
Voter-Elected Officials	☐	☐	☐
Appointed Officials: An official appointed to a voter-elected office	☐	☐	☐
Contract Employees	☐	☐	☐
Other: _____	☐	☐	
Other 2: _____	☐	☐	

Probationary Periods (select one):

☐ Service will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, the employer will not report or provide service.
The probationary period will be _____ month(s).
Comments:

☐ Service will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages paid and any associated contributions must be submitted to MERS.

IV. Provisions

1. Service Credit Qualification (for Defined Benefit portion of Hybrid)

To clarify how eligible employees earn service credit, please indicate how many hours per month an eligible employee needs to work. For example, if you require 10 eight-hour days, this would be 80 hours per month. If an 'hour per day' has been defined (like ten 7-hour days), electing 70 hours will be required. Employees must meet the definition of Plan Eligibility and service credit qualification in order to earn service credit under the plan.

To receive one month of service credit, an employee shall work (or be paid for as if working) _____ hours in a month.

Note: For purposes of Defined Contribution, vesting is determined by elapsed time or hours reported.

2. Leaves of Absence (for Defined Benefit portion of Hybrid)

Indicate in the chart below, whether the potential for service credit will be allowed if an eligible employee is on one of the following types of leave, regardless of meeting the service credit qualification criteria.
Regardless whether an eligible employee is awarded service credit while on the selected type(s) of leave:

- MERS will skip over these months when determining the FAC amount for benefit calculations.
- Third-party wages **are not** reported for leaves of absence.
- Employers **are not** required to remit employer contributions based on leaves of absence when no wages are paid by the employer.
- For **contributory divisions**, employee contributions are required where service credit is granted and due at the time of monthly wage and contribution reporting. Employers may use the following formula to calculate employee contributions: the employee's current hourly rate (prior to leave), multiplied by service credit qualification (hours) multiplied by employee contribution. For example, if employees' hourly rate is $20, the division requires 120 hours to obtain service credit, and employee contributions are 5%, the calculation will look like: $20/hour X 120 X .05 = $120 in employee contribution for that leave month. Employers may use another internal formula, if they choose and MERS will make note of it.

  If an alternative formula is going to be used, please describe that here:

Note: For the Defined Contribution portion of Hybrid service is not "granted" or "excluded" as elapsed time (or accumulated hours) are used to determine vesting. Contributions will be due only for months where wages are paid.

Type of Leave	Service Credit Granted	Service Credit Excluded
Short-Term Disability	☐	☐
Long-Term Disability	☐	☐
Workers' Compensation	☐	☐
Unpaid Family Medical Leave Act (FMLA)	☐	☐
Other: _____ For example, sick and accident, administrative, educational, sabbatical, etc.	☐	☐
Other 2: _____ Additional leave types as above	☐	☐

Leaves of absence due to military service are governed by the Federal U*niformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Benefit as applicable.

3. Definition of Compensation

The Definition of Compensation is used to calculate a participant's final average compensation and is used in determining both employer and employee contributions. Wages paid to employees, calculated using the elected definition, must be reported to MERS.

Select your Definition of Compensation:

☐ Base Wages ☐ Box 1 Wages of W-2 ☐ Gross Wages

Click here to view details of Base, Box 1, and Gross Wages

☐ Custom Definition

(To customize your definition, please complete the Custom Definition of Compensation Addendum.)

4. **Employer Caps**

☐ The Employer hereby elects to cap the annual contribution to Hybrid (total amount for both Defined Benefit and Defined Contribution portions) to _____% of payroll. The employer will adjust its contribution to the DC portion of the plan based on the required contribution for the DB portion. An employee contribution will become required on the DB portion of the plan if the total employer contribution DB + DC portions has exceeded the cap with no employer contribution to the DC portion.

☐ The Employer hereby elects to cap the annual contribution to the Defined Benefit portion of Hybrid to ____% of payroll. An employee contribution will become required on the DB portion of the plan if the required employer contribution for the DB portion of the plan has exceeded the set cap (regardless of the employer contribution to the DC portion of the plan).

☐ No Employer Cap

Hybrid – Defined Benefit Component Provisions

The Defined Benefit Provisions, once adopted, are irrevocable and shall not be later changed except for definition of compensation except for definition of compensation and early out provision.

Valuation Date: _____ , 20_____

1. This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary or normal cost calculation created by MERS that sets contribution rates.

2. Annually, the MERS actuary will conduct an actuarial valuation to determine the employer's contribution rates for the Defined Benefit portion of Hybrid. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.

3. Benefit Multiplier
   The multiplier shall be one of the following dependent upon the division's Social Security status:

Social Security Coverage	No Social Security Coverage	
❒ 1.00%	❒ 1.00%	❒ 1.75%
❒ 1.25%	❒ 1.25%	❒ 2.00%
❒ 1.50%	❒ 1.50%	

4. Final Average Compensation (FAC) shall be based on the highest consecutive 3 years

5. Vesting shall be 6 years

6. Normal DB Retirement Age: _____ (any age from 60 – 70)

7. Early Normal Retirement with unreduced benefits at age: _____ (may be any number from 55-65 with 25 years of service)

Hybrid - Defined Contribution Component Provisions

1. **Vesting** (for Defined Contribution portion)
   Vesting will be credited using (check one):
   ❒ Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire through date of termination.
   ❒ Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

   Vesting schedule will be (check one):
   ❒ Immediate
   ❒ Cliff vesting (fully vested after a specified number of years, not to exceed 10 years) will be ___ years.
   ❒ Graded Vesting (the % of vesting acquired after employment for the designated number of years, not to exceed 10 years)

% Vested	Years of Service

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal DC Retirement Age (presumed to be age 60 unless otherwise specified) _____
If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions** (for Defined Contribution portion)
   a. **Contributions will be submitted** (check one)**:**
   Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.

   ❒ Weekly ❒ Semi-Monthly (twice each month)
   ❒ Bi-Weekly (every other week) ❒ Monthly

   b. **Employer Contributions**
   Required Employer and Employee Contributions are outlined using associated *Contribution Addendum for MERS Defined Contribution (MD-073)*.

   c. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Loans:** ❒ shall be permitted ❒ shall not be permitted
   If Loans are elected, please refer to the *Defined Contribution & 457 Loan Addendum*.
   Note that by adopting or removing loans you agree that your selection automatically applies to all other divisions of your Hybrid Plan.

4. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

5. **Forfeiture** (for Defined Contribution portion)

   A forfeiture occurs when a participant separates from employment prior to meeting the associated elapsed time (or hours reported) to receive vesting. The percentage of his/her employer contribution account balance that has not vested as of the date of termination will forfeit after 12 consecutive months following the termination date reported by the employer, or earlier, if the System distributes the participant's vested portion. MERS will utilize an available forfeiture balance as an automatic funding source applied to reported employer contributions at the time of reporting.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this MERS Hybrid Plan Adoption Agreement and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Hybrid Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of this Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.

2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;

3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and DB benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency;

4. The Employer acknowledges that the DB wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;

5. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;

6. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains for the Defined Contribution portion of Hybrid, pursuant to the Internal Revenue Code;

7. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended;

8. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the Hybrid Plan, to authorize the transfer of any assets to the Hybrid Plan, or to continue administration by MERS or any third-party administrator of the Hybrid Plan.

VIII. Execution:

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

This Addendum is hereby approved by at a Board Meeting which took place on: _____
(mm/dd/yyyy)

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____
(mm/dd/yyyy)

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____ , 20_____ Signature: _____
(Authorized MERS Signatory)

COUNTY ADMINISTRATOR Telephone: (269) 467-5617

125 Main St.
P.O. Box 277
Centreville, MI 49032-0277

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 18, 2026

DEPARTMENT: Central Dispatch

PREPARED BY: Stacey Bower

SUBJECT: Verkada Door Locks-Security

SPECIFIC ACTION REQUESTED:

Request authorization from the Board of Commissioners to purchase a new door security system from Verkada.

DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):

Verkada is used county wide for doors and security. Our prior door system became inoperable last fall when we replaced our consoles. The wires were old and brittle and were falling apart in the hands of our I.T. personell. Due to the call volume, door locations and security processes, the dispatchers need to be able to speak to visitors at the door prior to entry and also be able to unlock the doors from their consoles. The original quote was over $53,000. We cut some options and features out of the original quote to get the price down.

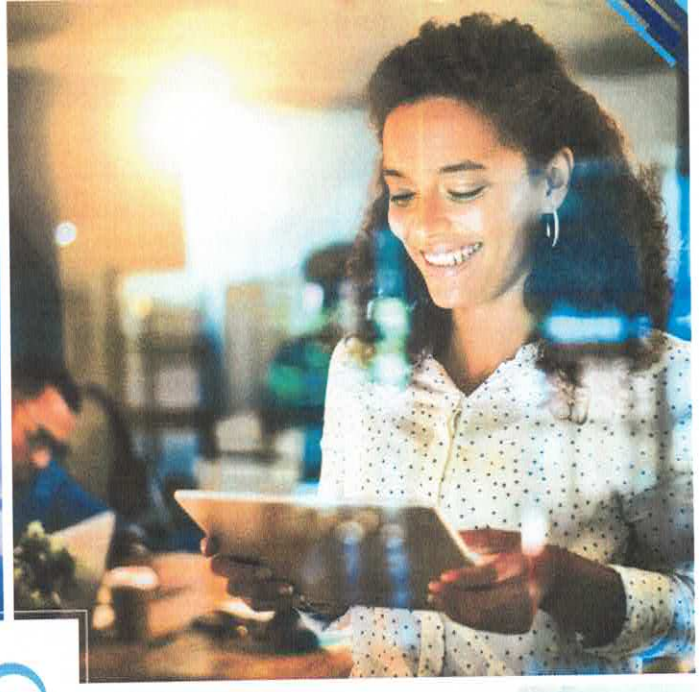
CURRENT QUOTE: $34,037.12
The contract we received 7-27-2026 has been submitted to legal for review.

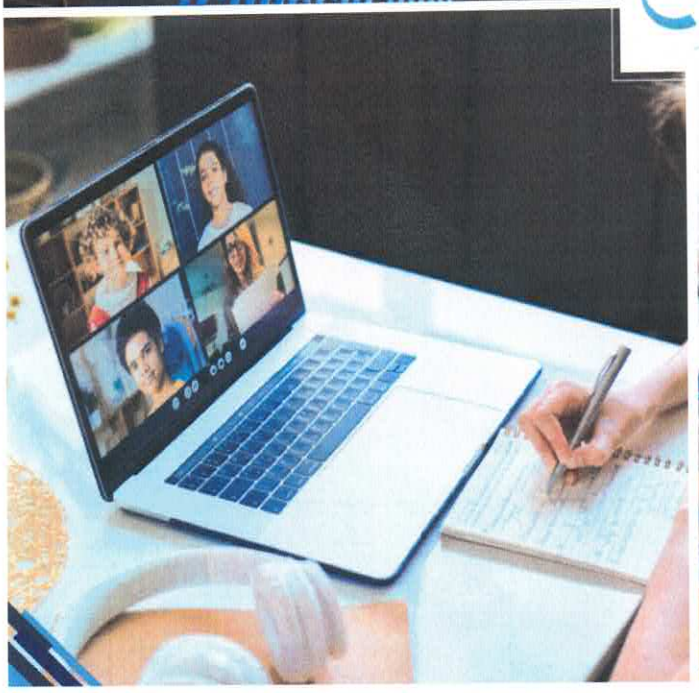
FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):

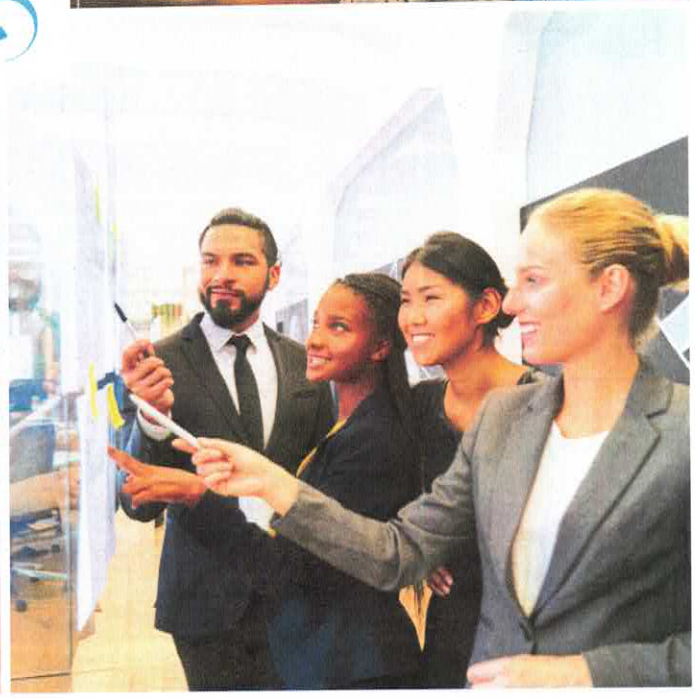
ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM CENTRAL DISPATCH TO CAPITAL IMPROVEMENT FUND TO FUND DOOR SECURITY PROJECT

261-325-675.010 BUDGETED USE OF FUND BALANCE 34,037
261-325-995.445 TRANSFER TO F445 CAPITAL 34,037

445-001-699.261 TRANSFER IN FROM CENTRAL DISPATCH 34,037
445-001-986.261 CAPITAL - CENTRAL DISPATCH 34,037







Verkada Central Dispatch

Contract # 029585

Prepared for:

St Joseph County

Sabrina Lindsley
lindsleys@stjosephcountymi.gov

Prepared by:

Sentinel Technologies, Inc

Corey Doll
cdoll@sentinel.com

Appendix A

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This Appendix A is governed by the Master Services Agreement by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and St Joseph County with principal offices at 125 W Main St Centerville, MI 49032-9623.

Statement of Work

Statement of Work

Executive Summary

St Joseph County Central Dispatch is looking to refresh their current door access system at the dispatch center. This solution will replace the current aged system with a new intercom and door access controls. Verkada is being selected to match the current solution being used at the other county facilities including: Animal Control center, Juvenal Justice Center, and the new remodeled courthouse. The Verkada solution will allow Central Dispatch to have their own environment to manage but also to integrate with the other county facilities for centralized management and oversight.

Solution Description

Sentinel Technologies will configure the Verkada system for the county and manage the overall project

Cable Runners will be performing the following onsite installation tasks:

- Install qty 6 access control readers
- Install qty 7 composite cables
- Install and configure qty 2 access controllers
- install qty 1 intercom

Project Methodology

Project Initiation

Sentinel Project Management will coordinate a kick-off meeting to review and approve the Scope of Work provided to the Customer. Customer and Sentinel provided resources will be introduced and their relevant roles for the project discussed. Sentinel Project Management will then coordinate a design meeting between Sentinel Engineers and Customer in order to draft a blueprint of all proposed work which will be provided to the Customer. High level timelines for project milestones will also be identified and discussed.

Design

Sentinel engineers will perform a high-level audit of the Customer's relevant infrastructure. The data collected from the audit will be used to generate a design for the implementation of the solution. Sentinel engineers will inform the Customer of any design requirements that will need to be completed by the Customer's IT staff prior to the start of the next phase (such as provisioning of storage space, acquisitions of licenses, and other essential design components

not covered within this document). Upon acceptance of the work as detailed within the blueprint by the Customer, Sentinel engineers and project managers will then coordinate specific dates and times appropriate for accommodating the nature of the work involved (i.e. work which will require outages will be scheduled during appropriate maintenance windows).

Implementation

During the Implementation phase, equipment will be unboxed, burned-in, configured and tested. Unless explicitly stated in this Scope of Work, the staging of equipment will occur at Customer's location. This ensures maximum efficiency and quality while minimizing the disruptions and impacts to the Customer's environment. After the equipment has been staged Sentinel engineers will proceed with the implementation of all items specified within this Scope of Work and further detailed in the Customer approved Design Document.

Cutover and Post Support

Cutovers will be scheduled per the details in the scope below. Sentinel engineers will be dedicated to being available for the resolution of any problems or issues that arise during the post support portion of the project.

Project Completion

Upon conclusion of all other phases of work Sentinel's engineers will provide the Customer with updated design documents for the project. Sentinel's project management team will then arrange for a meeting with the Customer to review the status of all project items. If no project items remain open Sentinel's project managers will request that the tomer sign off on the project, thus closing the project at that time.

Project Management

Sentinel will provide a project manager committed to the success of the project. The project manager will be responsible for:

- Complete success of the project.
- Optimal coordination of all resources.
- Guiding the Customer on aspects of the project they are required to perform.
- Tracking and reporting of progress.
- Management of agreed to budget issues.
- Management of expected timelines for implementation.
- Changes to the project and communications of changes in writing using a Project Change Form.
- Post installation document gathering, assembly and presentation.
- Post installation project completion agreement and signature.

Project management will ensure complete project success. Communication is the cornerstone of project management and the project manager will be the central communication mechanism for all parties. This will assure all relevant parties are informed about decisions that may affect the success of their component of the solution.

Scope of Work

Design

Verkada Design

- Verkada Command
  - Identify requirements to provision Verkada Command.
- Access Control
  - Identify requirements to provision Verkada Access Control.
- Intercom
  - Identify requirements to provision Verkada Intercom Device(s).
- Alarm
  - Identify requirements to provision Verkada Alarm System.

Implement

Project Management

Verkada Implementation

- Verkada Command
  - Provision and configure Verkada Command.
- Access Control - General Settings
  - Provision and configure Verkada Access Control - General Settings.
  - SCIM integration.
  - Qty (3) - User Groups.
  - Qty (3) - Group Access.
  - Qty (3) - Door Schedule.
- Access Control - Doors (Set of 5)
  - Provision and configure Verkada Card Reader(s).
- Access Control - Door Controller
  - Provision and configure Verkada Door Controller(s).
- Intercom
  - Provision and configure Verkada Intercom Device(s).

Cutover and Post Support

Verkada Cutover and Post Project Items

- User Acceptance Testing
  - Execute previously agreed upon User Acceptance Testing procedure to validate production-level operation state of the solution.
- Post-Support
  - Sentinel will provide support and troubleshooting after each cutover event to assist with any post-migration issues encountered. Sentinel has included approximately four (4) hours for remote post-support activities for each cutover event.
- Documentation
  - Sentinel will provide documentation of the setup including a blueprint design document as well as any available vendor-created administrative and/or best practices guides. In addition, Sentinel will provide knowledge transfer including basic functional overviews of products implemented, demonstrating the normal operations as installed in the customers environment.

Out of Scope

Sentinel is responsible to perform only the Services described in this Statement of Work Agreement. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW as detailed above will require a "Change Order" before any services are performed. "Change Order" must be agreed upon by all parties and signed. Specific examples from this project may be listed below.

- Hardware physical installation and wiring.
- Procurement of custom installation hardware.
- Procurement, installation, and wiring of door hardware.
- Decommissioning and disposal of legacy equipment.
- Network configuration.

Customer Responsibilities

To ensure the successful execution of this project, both Sentinel and the customer, acknowledge and agree to the following responsibilities. This section outlines the specific obligations and expectations that the Customer must fulfill throughout the duration of the project or engagement. It is imperative that the Customer's active participation, timely cooperation, and adherence to these responsibilities are vital to achieving the project's objectives and meeting mutually agreed-upon timelines.

- Customer shall identify a technical resource that shall be able to make client configuration decisions and be the point of contact for all technical questions.
- Unless provided as part of this project or otherwise the customer will be responsible for providing any applicable software and licensing necessary to facilitate the migration design. Sentinel will assist wherever possible.
- Decommissioning and disposal of legacy system/equipment.
- Ensure IdP/SSO is setup and functional prior to Verkada integration.
- Customer will provide Sentinel engineering resources with Partner Administrator access to the Verkada Command tenant to facilitate the deployment.
- The customer is responsible for all client-side application installation and/or upgrade. This includes, but not limited to:
- Verkada Pass for mobile devices
- Verkada Command for mobile devices
- Customer will ensure their network infrastructure will facilitate Verkada systems communications. This will include any applicable routing, firewall, DNS, DHCP, NTP, PoE, QoS etc. configuration necessary to allow communication to/from the different endpoints involved in the designed architecture.
- Provide adequate rack space, cooling, and electrical power needed for each component proposed.
- Ensure that adequate physical access to facilities be afforded to vendor technicians as needed.
- Provide Ethernet, fiber cabling, optics and patch cables if not listed in the proposal.
- Customer will be required to participate in all aspect of the execution of the User Acceptance Testing (UAT) procedure.

Key Assumptions

successful execution of this project is contingent upon a set of key assumptions. These assumptions serve as reference points for the project's planning and execution. It is imperative that these assumptions are understood, acknowledged, and monitored throughout the project to ensure that the project proceeds as intended. Deviations from these assumptions may have an impact on project timelines, costs, and outcomes. The Key Assumptions are as

follows:

- Customer will participate in all discovery, design, and implementation meetings.
- Final documentation will be provided at the completion of the project.

Documentation and Knowledge Transfer

Sentinel will include:

- Documentation of the setup including a revised Sentinel design doc as well as any available vendor-created administrative and/or best practices guides.
- Knowledge transfer including basic functional overviews of products implemented, demonstrating the normal operations as installed in the Customer's environment.
    - Note that knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

Sentinel welcomes Customer to be involved in all aspects of the project life cycle to achieve the highest level of knowledge transfer during the project. While there is no way to guarantee the level of knowledge transfer that will occur, additional time can be added to the staging, installation or testing portions of the project to try and accomplish this need. This request should be scheduled with the Project Manager. If additional time is added for this request, it will be handled through Sentinel's Change Order process.

tomer's that seek to get the most out of the knowledge transfer have had a higher degree of success by combining the specific deployment knowledge transfer with formal course training. When the course work is done prior to the project knowledge transfer Sentinel has seen the highest degree of self support post installation. That knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

General Assumptions

The following is a list of responsibilities and/or tasks that Sentinel assumes have been completed or reviewed by Customer to the execution of the above-mentioned project. If additional responsibilities are uncovered during the project, Sentinel will make sure that Customer is made aware of any issues promptly to determine resolution.

Product Lead Times

Depending on the technologies quoted, orders may be direct or through distribution. Lead times should be expected to be 8 weeks but can exceed 8 weeks. Should expedited equipment requirements arise, there could be an additional charge to source through a warehousing distribution partner.

Remote Access

Sentinel's service estimate assumes remote access through IP VPN or IP PPP connection. Without this access, additional service charges may be incurred for optimization and tuning required pre and post installation.

avel Requirements and Cost

Unless specified within the proposal, all travel expenses and time are not included. Travel time shall be invoiced at pre-negotiated rates and expenses plus per diem at actual costs.

3rd Party Integration

Unless noted otherwise, Sentinel assumes no reliance on 3rd Party applications, connections or plug-ins to software deployments and updates as specified in this scope. If during Analysis and Planning any required 3rd Party integration is uncovered, additional hours may be incurred.

Labor Union Requirements

Sentinel has NOT included any parameters for Union workers. Any requirement would require a subcontract arrangement to be determined up front and would increase the cost of deployment.

Physical Implementation

Unless explicitly stated in this statement of work, all work areas Sentinel will access shall be accessible by no more than an eight foot tall ladder. Any rental activities or associated rental costs for buckets, lifts, or other such mechanisms shall be a Customer responsibility.

Project Assumptions

Managed Services

The applicable devices outlined within the Pricing Summary will **NOT** be added to the existing NOC Monitoring and Managed Services contract upon the conclusion of the project.

Work Location

The scope and pricing for this project are based on a combination of on-site and remote work.

Verkada

Product Description	Qty	Price	Ext. Price
Initial Term: 120 Months | **Requested Start Date**: Upon Booking | **Billing Model**: Prepaid | **Renewal Term**: Requote			
Solution Subscriptions *- Unless explicitly indicated otherwise within this contract, the below term for these subscription services will automatically renew, absent at least ninety (90) days' notice of cancelation by Customer before the start of the renewal term. For subscription services that do not automatically renew, Customer must provide Sentinel with at least ninety (90) days' notice of its intention to renew the services and shall hold Sentinel harmless from any service interruption to result from the cessation of services due to Customer's failure to provide timely notice as stated herein.*			
AD34 Multi-format Card Reader	6	$239.94	$1,439.64
4AH Backup Battery	2	$88.69	$177.38
3 Video Intercom Reader	1	$1,374.31	$1,374.31
10-Year Door License, Capacity Increase	6	$1,374.31	$8,245.86

.kada

Product Description	Qty	Price	Ext. Price
10-Year Intercom License, Capacity Increase	1	$2,749.31	$2,749.31
AC43 4 Door Controller	2	$1,374.31	$2,748.62
		Subtotal:	**$16,735.12**

Professional Services

Product Description	Ext Price
Professional Services - Fixed Price	$8,168.00
Professional Services - Fixed	$9,134.00
Subtotal:	**$17,302.00**

SENTINEL

Verkada Central Dispatch

Prepared by:

Sentinel Technologies, Inc

Corey Doll
cdoll@sentinel.com

Prepared for:

St Joseph County

125 W Main St
Centerville, MI 49032-9623
Sabrina Lindsley
+12694674195
lindsleys@stjosephcountymi.gov

Contract Information:

Contract # 029585

Version: 6
Delivery Date: 07/27/2026
Expiration Date: 08/20/2026

Quote Summary

Description	Amount
Verkada	$16,735.12
Professional Services	$17,302.00
Total:	**$34,037.12**

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Terms and Conditions

By signing below, Customer agrees that the products and services being purchased through this contract are subject to the Sentinel Technologies Terms and Conditions, as applicable, located at https://sentinel.com/Terms-and-Conditions unless expressly provided herein or otherwise addressed in a separate Agreement between the parties.

Invoice Terms

Hardware: Upon Shipment (50% down if over $100K)

Labor: Monthly Progress Billing

Subscription/License: At the beginning of the contract - In Full

Payment Terms: Net 30

Sentinel Technologies, Inc		St Joseph County	
Signature:	Robert Lenartowicz	Signature:	
Name:	Robert Lenartowicz	Name:	
Title:	Chief Operating Officer	Title:	
Date:	07/27/2026	Date:	

COUNTY ADMINISTRATOR Telephone: (269) 467-5617

125 Main St.
P.O. Box 277
Centreville, MI 49032-0277

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 18, 2026

DEPARTMENT: Central Dispatch

PREPARED BY: Administration

SUBJECT: Budget Amendment for Call Handling Program (Approved by BOC 7/21/2026)

SPECIFIC ACTION REQUESTED:

Establish the budgets to transfer dollars from Central Dispatch to Capital Improvement Fund to fund call handling purchase, as approved 7/21/2026.

DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):

The BOC approved a purchase of call handling system services from VESTA by Motorola during the 7/21/2026 regular BOC meeting.

FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):

ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM CENTRAL DISPATCH TO CAPITAL IMPROVEMENT FUND TO FUND CALL HANDLING PURCHASE

261-325-675.010 BUDGETED USE OF FUND BALANCE 348,130
261-325-995.445 TRANSFER TO F445 CAPITAL 348,130

445-001-699.261 TRANSFER IN FROM CENTRAL DISPATCH 348,130
445-001-986.261 CAPITAL - CENTRAL DISPATCH 348,130

COUNTY ADMINISTRATOR Telephone: (269) 467-5617

125 Main St.
P.O. Box 277
Centreville, MI 49032-0277

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: August 2026

DEPARTMENT: Sheriff's Office

PREPARED BY: C. Spence

SUBJECT: Purchase a Traverse

SPECIFIC ACTION REQUESTED:

Purchase Chevrolet Traverse as an Administrative vehicle.

DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):

The aging fleet has caused higher maintenance costs and availability of vehicles. We would like to purchase another Traverse and move a re-issued Tahoe from our everyday use fleet.

FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):

Funding using sale proceeds of $35,170 for the sale of police vehicles and a General Fund fund balance allocation of $19,720.

Cost: $48,500 ($40,000 + $8,500 upfitting)

COUNTY ADMINISTRATOR Telephone: (269) 467-5617

125 Main St.
P.O. Box 277
Centreville, MI 49032-0277

BOARD AGENDA REQUEST FORM

PROPOSED FOR BOARD MEETING OF: 08/18/2026

DEPARTMENT: Community Corrections

PREPARED BY: Tiffany Howe

SUBJECT: Allocate General Fund Dollars to Community Corrections Pretrial Services Budget

SPECIFIC ACTION REQUESTED:

Request approval to allocate $20,000 from the County General Fund to Community Corrections CCAB Pretrial Services to cover electronic monitoring expenses that exceed the available grant funding.

DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):

Grant funding for GPS electronic monitoring has been exhausted. Several defendants continue to require electronic monitoring as a condition of their pretrial supervision, resulting in ongoing daily monitoring costs beyond the available grant funding.The requested $20,000 will allow Community Corrections to continue providing court-ordered GPS monitoring, ensuring public safety, victim protection, and compliance with pretrial supervision requirements.

FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):

ESTABLISH THE BUDGET AND TRANSFER DOLLARS FROM GENERAL FUND DUE TO AN INCREASE IN MONITORING COSTS IN THE COMMUNITY CORRECTIONS FUND

101-212-675.010 BUDGETED USE OF FUND BALANCE 20,000
101-965-995.251 TRANSFER TO F251 COMMUNITY CORRECTIONS 20,000

251-296-699.101 TRANSFER IN FROM GENERAL FUND 20,000
251-296-846.013 CCAB PRETRIAL SERVICES 20,000