

**Public Safety & Judiciary Committee**Wednesday, March 13, 20139:00 a.m. – Conference Room A260**MINUTES**

Chairman Sebatiani called the meeting to order at 9:04 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebatiani, Bill Miller, and Terry James.

Others present: Carol Collins, Kris Steffens, Deb Barnes, Kathie Dye, Janis Cada, Sheriff Wollin, Chief Deputy Fahrenkrug, Marilyn Rogers, Trena Larson, Marcia Kaye, and Becky Kirslenlohr.

**Motion by James to approve the agenda, seconded by Miller. All in favor, motion carried unanimously.**

**Motion by Miller to approve the prior meeting minutes (February 13<sup>th</sup> & February 19<sup>th</sup>), seconded by Eggebrecht. All in favor, motion carried unanimously.**

There was no public participation. Correspondence – Committee members received a copy of a memorandum dated March 12, 2013 to Trena Larson from Dean Dietrich.

Kris Steffens was present from Eyes of Hope Shelter and provided the committee with her report for February 2013. Steffens reported that February was a good month with not too many intakes and a good amount of adoptions. Adoptions fees were reduced for the senior animals that were adopted in February. Vet rates have increased so they will have to increase the adoption fees to help offset those expenses.

**Family Court Commissioner – Dennis McFarlin – Not Present****Child Support – Deb Barnes – Present**

Performance measures and check summary for February 2013 were provided. There were no questions.

Barnes stated she had a good meeting with the Clerk of Court and Sheriff's Office regarding warrant and commitment orders. The Child Support Office is trying pre-trial conferences to see if they can stipulate to save on court time. Barnes will be attending County Ambassador's Day in Madison and the Director's Dialog in Stevens Point on April 10<sup>th</sup>. Barnes informed the committee that the call center is working well.

**Clerk of Circuit Court – Kathie Dye – Present**

Dye reported the February Judicial Education Conference that she attended was a very good conference. There is a one-day training that she is sending her deputies to on March 14th (1 deputy), March 21st (2 deputies), and June 27th (3 deputies). Training is budgeted for.

2012 Jury Performance Analysis Report was provided. Dye explained the report is prepared every year to make sure there is no abuse and they are using the right amount of ratio for ethnicity. Report is at anticipated numbers.

General operations of the department are going well. Had two trials already this year and have three scheduled for April.

**Register in Probate – Terry Reynolds – Not Present****District Attorney – Janis Cada – Present**

Community Service Coordinator's report and check summary for February were provided. There were no questions.

DA Tania Bonnett was scheduled for court today and was not able to be present. Cada reported that the glass enclosure inside their office was installed on March 7<sup>th</sup>. The electronic door is still pending but they are able to lock the door if they need to.

The Assistant District Attorney resigned his position. He will be on the payroll until May 31st. The DA's Office is using a special prosecutor assignment at this time. Bonnett will be on maternity leave for June and July. There will be no criminal jury trials for June and July. Mark Thibodeau will be helping out during Bonnett's maternity leave up to three days a week.

James reported that a panic button can be put in Court Room B and that will be installed by SimplexGrinnell by the end of the month.

#### **Emergency Management – Jane Gervais – Not Present**

Gervais is attending training in Madison and was not able to be present. Gervais provided documentation to establish a non-lapsing account and for Local Emergency Planning Committee appointments.

Gervais provided a resolution to create non-lapsing carryover accounts for monies received from Enbridge for the response of the oil spill in July 2012. **Motion by James to establish non-lapsing carryover accounts for the administration of Emergency Management donations, seconded by Edwards.** Larson stated carryovers are established through Admin & Finance. After discussion James withdrew his motion to establish the non-lapsing carryover accounts. **Motion by James to approve the resolution and send to Admin & Finance for approval, seconded by Miller. All in favor, motion carried unanimously.**

Gervais is requesting approval of two new member appointments to the Local Emergency Planning Committee. **Motion by James to approve the committee appointment of Dawn Miller and Katie Gaynor to the Local Emergency Planning Committee, seconded by Eggebrecht. All in favor, motion carried unanimously.**

#### **Sheriff's Office - Sheriff Wollin – Present**

Wollin reported the Active Shooter Training is complete with no charge to Adams County. Adams County employees and Adams-Friendship School District employees were also invited to attend and it went well. Deputy Johnson has been released from the hospital and is doing well. The Administrative Records Clerk position was not filled internally. The Sheriff's Office website is now up and running.

Wollin expressed his concern that the discussion regarding the Captain position should not be held in open session. Miller referred back to the February 6, 2012 meeting where the Adams County Sheriff's Office organizational chart was discussed. Miller provided the organizational chart and wanted to make the committee aware that the 18 month period to create the Lieutenant positions with no Captain position was up in August 2013.

Wollin reported that the City of Adams is currently using Spillman Public Safety Software. It is beneficial to have all agencies in Adams County under Spillman so there is better communication. Adams County Corporation Counsel and the City of Adams Corporation Counsel have approved the intergovernmental agreement. The resolution to approve the intergovernmental agreement was provided to review. **Motion by Eggebrecht to approve the resolution for the intergovernmental agreement between Adams County and the City of Adams for use of Spillman Public Safety Software, seconded by Edwards. All in favor, motion carried unanimously.**

#### **Chief Deputy Fahrenkrug – Present**

Fahrenkrug reported that the dental expenses are for extractions, temporary fillings, and fees for diagnostic services.

Fahrenkrug reported that the animal control report was comparable with pickups from this time last year but with less hours worked in 2013. There have been no complaints received regarding no picking up of cats. Fahrenkrug will follow up on the agreement with Mauston Vet to continue with the current fees.

**Medical Examiner, Marilyn Rogers, Interim ME and Trena Larson – Present**

Rogers provided the committee with her monthly activity report and check summary for February 2013. Rogers reported the fees lost for 2011 were \$800.00 and fees lost for 2012 were \$2,580.00. Call volume is up from 2012. There have been some unusual high profile type calls in 2013 and the efforts between all departments involved have been positive and productive.

Revised job descriptions for the Medical Examiner and Assistant Medical Examiner were provided. Kaye reported that there were minimal changes to the job descriptions. The Medical Examiner position is currently posted and recruitment for the Assistant Medical Examiner will take place after the Medical Examiner position is filled.

Edwards requested that the Medical Examiner be required to attend PS&J Committee meetings and would like that stated under the job duties. Miller requested that the Medical Examiner be required to take calls and would like that stated in the job description also. Kaye stated she would make those changes and get the revised job descriptions to the committee members.

**Motion by James to take 7 minute recess at 10:28 a.m., seconded by Eggebrecht. All in favor, motion carried unanimously.** Sebatiani called the meeting back to order at 10:34 a.m.

The Committee will convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Review, discuss, and/or act regarding recent resignation of Investigator position. **Motion by James to convene in closed session per Wis. Stats. §19.85(1)(c) at 10:35 a.m., seconded by Edwards. Voice vote: Eggebrecht-Yes, Edwards-Yes, Miller-Yes, James-Yes, and Sebatiani-Yes. All in favor, motion carried unanimously.**

The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. **Motion by James to reconvene in open session per Wis. Stats. §19.85(2) at 11:20 a.m., seconded by Miller. Voice vote: Eggebrecht-Yes, Edwards-Yes, Miller-Yes, James-Yes, and Sebatiani-Yes. All in favor, motion carried unanimously.**

**Motion by James to approve vouchers as presented, seconded by Eggebrecht. All in favor, motion carried unanimously.**

A special PS&J meeting is scheduled for March 19<sup>th</sup> at 5:30 p.m. to discuss/approve revised job description in the Medical Examiner's Office and discuss/approve recruitment of the Assistant Medical Examiner position(s).

Set next monthly meeting date as April 17<sup>th</sup> at 10:30 a.m.

**Motion by James to adjourn, seconded by Edwards. All in favor, motion carried unanimously. Meeting adjourned at 11:22 a.m.**

*These minutes are not yet approved by Public Safety & Judiciary Committee.*

Respectfully Submitted,

Carol A. Collins  
Recording Secretary