

Public Safety & Judiciary Committee

Tuesday, December 27, 2011

9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes.
3. Roll Call: Sebastiani, Ward, Keckeisen, Miller, James, Beckman, Wollin, Fahrenkrug, Dr. Wiley, Trena Larson
4. Approve the Agenda. Motion to approve agenda, Ward/Miller, MC/UN
5. Approve minutes of prior meeting. Motion to approve minutes of prior meeting 12/20/2011. James/Ward, MC/UN
6. Public participation (*If requested by the Committee Chair*). As needed.
7. Correspondence. None.

8. Administrative Coordinator/Director of Finance – Trena Larson

Action/Discussion – Request for Proposals (RFP's) for Feline Shelter and Services in Adams County. Terry James had a list of questions to ask the person who submitted the RFP who was not here at this time. Trena Larson re-expressed what the County wanted from this vendor so he understood what he was to provide under the agreement. They are currently doing adoptions out of the clinic and he feels that by having our cats that would increase the opportunity for more adoptions. Trena states the financial responsibility would be taken after seven days of hold. This vendor is excited about the opportunity of entering into an agreement with the county, has some good ideas and will bring forward some of those ideas and possibly some pictures of the clinic itself. The vendor did agree to a stop-clause in the contract which was also recommended by the committee. The County placed a News Release regarding the Humane Society being legally notified they are not being accepted as a vendor as of 12/24/11 and not will receive any kind of financial benefit from Adams County.

Motion to deviate from agenda and move to #10 at 9:15 am. James/Ward. MC/UN.

Motion to go into closed session at 9:15 am. James/Keckeisen, MC/UN.

10:27 am: Dr. Wylie arrived and entered into the discussion after the Closed Session item. Ms. Larson is requesting action and approval on the agreement between the vendor and Adams County. Ms. Ward asked about providing live traps to people. Lt. Fahrenkrug said we only have two traps but we will provide them to the public if needed but we do not have large inventory. Miller motioned to not deal with cats' at all in Adams County and let the public take care of them. Seconded by Keckeisen. Discussion: Miller's concern is \$30,000 is a lot of money and in the end it's going to cost us \$10,000 to deal with dogs so we're not really saving any amount of money here. There are other counties that do not deal with cats at all and Miller thinks this is something that could be done. If there was a big issue with not dealing with cats by other counties they would have agreements with vendors to do just that, but they do not. James is not in favor of this motion and does not believe this year is the year to just drop cat care all together. Perhaps next year this would be something to consider but for now we should go with the vendor. Those voting Nay on Miller's motion were James, Ward and Sebastiani. Those voting Aye, Keckeisen and Miller. Motion failed. Additional discussion took place during this time. Motion to enter into an agreement with Dr. Wiley to take care of the cat population. James/Ward, MC/UN.

9. Sheriff's Department – Sheriff Wollin and Acting Chief Deputy/Captain Beckman

Action/Discussion regarding Transitional Department Policy

Sheriff Wollin had to leave at 10:30 and was not present. Captain Beckman led the discussion and explained what the Sheriff would like to move forward with in regard to the BRB and the plan for the Sheriff's Office which runs on a 24-7, 365 day schedule. The Captain was given direction from Sheriff Wollin to put something together that would address some of the issues that the SO will deal with come January 1' 2012. Sebastiani asked Captain Beckman if Corp. Counsel, County Clerk, Personnel or the Administrative Coordinator has seen this document. Captain Beckman explained how this all came to where it is now. The first documents from the Transition Committee did not address the 24-7 operation. Anything in the County contract only addresses 40 hour, M-F work weeks. Trena Larson said the Administrative Policy is not a one size fits all. The direction that was given is this is how we are proceeding and there are additions and modifications that will need to be made. Moving forward however, we need to bring forward what needs to be

included. At that point it would be modified, brought to the county board and all retro pay if applicable would be paid to the employees.

The Sheriff's Office main goal is to continue to attract and retain good employees. Captain Beckman again stated we are the only 24-7, 365 days per year working office in the County. Trena Larson feels we all need to be cautious and fair to weigh the financial impact of this recommendation and feels this document the Sheriff's Office brought forward today could be reviewed and acted on at a later date. Sheriff Wollin could certainly issue a directive to his employees indicating they will report to work on the specified day and time. Supervisor James does not feel comfortable placing any type of stamp of approval on this document.

Just for a point of clarification Captain Beckman put forth a lot of amount of work and put an honest effort into giving fairness throughout the document for each division. Captain Beckman explained many of the things outlined in the Sheriff's Office agreement which were items the committee was not aware of as to how the Sheriff's Office operates. Captain Beckman stated this document is simply a vehicle to help us continue operations without disruption in the Sheriff's Office. Trena again stated Sheriff Wollin shall place a directive out to all Sheriff's Office employees to report to work on the day and time specified. Trena states we do not want to promise our employees what is in their Union Contract at this point but design a temporary directive to get past the first holiday of the year. More discussion took place on this subject and Captain Beckman explained the reasons for this document. Trena Larson suggests it's important to communicate with all the employees and doesn't think we should go status quo at this point and explained why. We want to give our employees the true picture of what we are evaluating. Let them know we do not have all the answers right now and we are in the process of bringing issues and opportunities to the Transition Committee for discussion. Supervisor Keckeisen also suggested a "body for body" trade policy which would mean if "Joe" wants a vacation day and "Bob" is going to fill in for him but has his hours in for the week, then "Bob" would not get OT for those hours. Supervisor Miller said he didn't think the committee would be out of line putting their stamp of approval on a DRAFT so they can take this forward to their employees and let them know this is what is being taken forward to the board. Motion by James that the committee acknowledges the concerns in the Sheriff's Office and the Sheriff's Office Employee Handbook. The committee will also expedite this onto the Transition Committee, Corporation Counsel and Personnel Committee to bring this into an appropriate compliance to evaluate. Seconded by Keckeisen. Aye votes by James, Keckeisen, Sebastiani and Miller. Nay vote by Ward. Motion passed. Trena Larson would like something to go to all Department Heads to request special operations requests needed for the General Administrative Policies and these be forwarded to the Transition Committee as soon as possible.

10. The Committee will convene in closed session per Wis. Stats. §19.85(1)(g), for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
11. The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion to reconvene into open session at 10:20 am. James/Keckeisen, MC/UN.
Motion for a seven minute recess. James/Ward, MC/UN.
Meeting called back to order at 10:27 and resume with #8 of the agenda. Dr. Wiley is here and will give an overview.
12. Set next meeting date. January 5th, 2012.
13. Action items for next meeting. None.
14. Adjourn. Motion to adjourn at 11:30 am. Ward/James, MC/UN.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department.

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

Cc: Sebastiani / James / Keckeisen / Miller / Ward / Wollin / Beckman / McFarlin / Bonnett/ Cada / Hinze / Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green / Larson