

**Public Safety & Judiciary Committee**  
**Wednesday, September 14, 2016**  
**9:00 a.m. – Conference Room A260**

**MINUTES**

Chairman Grabarski called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Pete Hickethier, Scott Colburn, Robert Grabarski, Jack Allen, and Rocky Gilner

Others present: Carol Collins, Dennis McFarlin, Janet Leja, Kathie Dye, Chris Langer, Marilyn Rogers, Sam Wollin, Terry Fahrenkrug, and Ed Reed

**Motion by Hickethier to approve the agenda, seconded by Allen. Motion carried by unanimous vote.**

**Motion by Allen to approve the August 10, 2016 minutes, seconded by Colburn. Motion carried by unanimous vote.**

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett and/or Jonathan Barnett – Not present

The District Attorney's Office was not scheduled to attend the meeting. There was no financial report for August to review.

Eyes of Hope Shelter—Kris Steffens — Not present

Steffens was not scheduled to attend the meeting. There was no written report for August to review.

Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for August. McFarlin discussed the need for an additional courtroom for days when substitute judges come to Adams. McFarlin explained now that Adams County is paperless and has mandatory e-filing it is difficult for court commissioners to go to areas where there is no state computer. A state computer is necessary to be able to view the files on CCAP. It was explained that the State will only provide computers to courtrooms. It is not an option to have the County purchase the computer as CCAP has to be maintained and supported by the State. Dye stated she will contact CCAP to see if there is a temporary solution to this issue.

Child Support – Janet Leja – Present

Committee was provided with a written and financial report for August. Leja stated they are doing a good job on their performance measures and are working hard to get to the 80% benchmark by the end of September. There was nothing unusual to report on the financial reports. There have been two quarterly revenue payments received to date. Leja stated they are working closely with the Clerk of Court's Office on e-filing, but states software is still needed for their office for it to work more efficiently. Leja explained they are co-hosting the WCSEA conference the last week in September at Chula Vista and have been busy with that project.

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written and financial report for August. Dye stated the CCAP training went well. The CCAP trainers were on-site for two weeks to help staff with the new procedures. Dye stated she hosted the District 6 Clerk of Court's meeting in August and that went well. The annual shredding project for the courthouse and Sheriff's Office was done on site with a different company instead of using IROW this year.

Dye provided the committee with proposals from SKC Communications for the video upgrade to Courtroom A and video and/or audio upgrade to Courtroom B. All proposals were provided with the option of a 1-yr or 3-yr maintenance contract for comparison. Discussion was held regarding the proposals and what options are the most feasible and necessary at this point. **Motion by Allen to table the proposals until next month to allow more time to review them, seconded by Colburn.** Further discussion was held. There is currently \$65,000 budgeted in 2017 for these upgrades and discussion was held regarding the potential for additional funds to be added to the 2017 budget. Chairman Grabarski called for a vote after much discussion. **Motion to table the proposals until next month carried by unanimous vote.**

Register in Probate – Chris Langer – Present

Committee was provided with a written and financial report for August. Langer discussed the monthly report and stated CHIPS cases (Children in Need of Protective Services) have decreased drastically. DHHS is working closely with families which is making a difference. Langer explained there was some confusion in regard to revenues and stated they were recently corrected to reflect what they should be. Langer expressed her support for the upgrade to the video conference system in Courtroom A and stated it definitely needed to be done.

Emergency Management – Jane Gervais – Not Present

Emergency management was not scheduled to attend the meeting. Gervais provided the committee with the financial report for August to review.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written and financial report for August. Rogers stated August was an extremely busy month and that revenues are up from this time last year. Discussion was held regarding updates to the law in regard to WFCAP payments. Rogers explained that no legal action can be taken to pursue nonpayment or refusal to pay for MA death cases where the date of death is on or after 10/3/16. Committee recommended that Rogers continue to send out billings in MA death cases as she has in the past. Rogers addressed the committee in regard to a recent MA case where a husband lost his wife and he had no money to cover the medical examiner costs. Rogers discussed that she would prefer not to bill the husband for the ME services on this case and asked the committee for their approval to have the fees waived. **Motion by Allen to allow Rogers to waive the \$200.00 fee for this case, seconded by Hickethier.** Discussion was held and Reed addressed the committee on making motions to exempt ME fees. Chairman Grabarski called for a vote after the discussion. **Motion to allow Rogers to waive the \$200.00 fee carried. Colburn – opposed.**

Sheriff's Office – Sheriff Wollin and Chief Deputy Fahrenkrug – Present

Committee was provided with the animal control report and financial report for August. Committee was updated on current staffing and vacancies. There will be interviews for dispatch, patrol, and jail within the next two weeks. Committee was informed of the upcoming fundraiser at Fawn Creek Winery on 9/17/16. The CART training involving fire departments and emergency personnel is scheduled for 9/24/16. Wollin stated the Public Safety Family Fest that was held in August was well attended and good feedback was received. Committee was informed that the TAD grant for the drug treatment court was awarded and the amount received will be \$76,436 annually for five years. Wollin informed the committee that the funds will primarily be used for the treatment court coordinator that will be housed at DHHS. Wollin updated the committee on the space needs study and stated the first meeting with Potter Lawson is scheduled for this week. Departments were asked to complete a survey with their needs. There will be a final presentation on the proposals to County Board and the committee requested that they see the proposals before it is presented to the full County Board.

**Motion by Allen to approve vouchers and monthly expense reports as presented, seconded by Colburn. Motion carried by unanimous vote.**

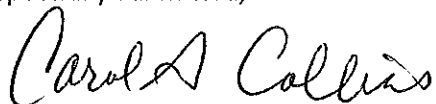
Identify upcoming agenda items: Clerk of Circuit Court – Discuss and/or act on proposals for video and/or audio in Courtroom A & B. Sheriff's Office – Update on space needs study.

Set next monthly meeting date as October 12, 2016 at 9:00 a.m. Supervisor Hicketier stated he would not be able to attend and would find a substitute to take his place at the meeting next month.

**Motion by Colburn to adjourn, seconded by Gilner. Motion carried by unanimous vote. Meeting adjourned at 10:52 a.m.**

*These minutes have been approved by Public Safety & Judiciary Committee on October 12, 2016.*

Respectfully Submitted,

A handwritten signature in black ink that reads "Carol A Collins". The signature is written in a cursive style with a large initial 'C'.

Carol Collins  
Recording Secretary