

Public Safety & Judiciary CommitteeWednesday, May 11, 20169:00 a.m. – Conference Room A260**MINUTES**

The County Clerk, Cindy Phillippi, called the meeting to order at 9:00 a.m. The meeting was properly announced.

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

Others present: Carol Collins, Dennis McFarlin, Janet Leja, Jane Gervais, Marilyn Rogers, Sam Wollin, Terry Fahrenkrug, and Thad Kubisiak

Phillippi deviated from the agenda and asked for a motion to approve the agenda. **Motion by Hickethier to approve the agenda, seconded by Gilner. Motion carried by unanimous vote.**

Phillippi called for nominations for Chair. There were two nominations. Gilner nominated Allen and Allen nominated Grabarski. Phillippi called for voice vote. Voting for Grabarski – Hickethier, Grabarski, Allen, and Colburn. Voting for Allen – Gilner. Phillippi left the meeting and Chairman Grabarski conducted the remainder of the meeting. Grabarski called for nominations for Vice-Chair. Hickethier nominated Allen. There were no other nominations. **Motion by Hickethier to appoint Allen to Vice-Chair, seconded by Colburn. Motion carried by unanimous vote.**

Motion by Allen to appoint Carol Collins as recording secretary, seconded by Colburn. Motion carried by unanimous vote.

Motion by Allen to approve the April 13, 2016 minutes, seconded by Colburn. Motion carried by unanimous vote.

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett – Not Present

Bonnett was unable to attend the meeting. Committee was provided with the financial report for April. There were no questions.

Eyes of Hope Shelter—Kris Steffens — Not Present

Steffens was unable to attend the meeting due to a work conflict. There was no written report to review.

Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for April. Office continues to run smoothly with no issues at this time. There were no questions.

Child Support – Janet Leja – Present

Committee was provided with the written and financial reports for April along with a letter thanking Leja for her presentation at the 2016 Directors' Dialogue in Stevens Point on April 7. Leja discussed the performance measures and is pleased with them. There was nothing unusual to report on the financial reports and expenditures are on target. There were no questions. Auditors recently indicated that federal regulations are tightening down and there needs to be checks and balances within the Child Support Office. Those checks and balances will be additions to the updated Lead Child Support Specialist position and will be brought back next month for their approval.

Clerk of Circuit Court – Kathie Dye – Not Present

Dye was unable to attend the meeting as she was scheduled to be present for a three-day jury trial. Committee was provided with a written and financial report for April. There were no questions.

Register in Probate – Chris Langer – Not Present

Langer was not able to attend the meeting as she was attending the WRIPA Conference. Committee was provided with a written and financial report for April. There were no questions.

Emergency Management – Jane Gervais – Present

Committee was provided with the financial report for April. There were no questions. Committee was updated on the confined space training that is scheduled for June 20 & 21 and the hazardous material emergency preparedness functional exercise that is scheduled for June 11. Gervais submitted the financial reports for the first half of the plan to work which is required to be completed twice a year in order to receive EPCRA & HMEP funding.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with the written and financial reports for April. There were no questions. Rogers provided the new committee members with a handout explaining what her job entails. Committee was informed the portable cooler was not working and needed to be repaired. The total cost to have it repaired was \$634.00. A full body disinterment is scheduled for next month. Rogers explained there is no cost to her office for this, but there will be extensive paperwork to complete.

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

Committee was provided with the animal control report and financial report for April along with handouts regarding the annual jail inspection for 2016. There were no questions on the reports. Committee was informed there were no funds budgeted for mileage for the Police Chaplain program and the Sheriff's Office would absorb those expenses this year. Funds for mileage would need to be budgeted in the future as the police chaplains are required to use their own vehicle when they are called out. Discussion was held regarding the recent jail inspection and the weapons control concern that needs to be addressed. This concern has been communicated in previous jail inspections dating back to 2006. The Sheriff's Office is required to submit a written plan by 5/27/16 outlining what corrective action steps shall be taken to address this. Wollin offered to give the new committee members a tour of the jail so they are aware of the area in question.

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

Identify upcoming agenda items: Committee would like departments that weren't present today to attend the meeting in June. Child Support will present the updated job description for Lead Child Support Specialist for approval.

Set next monthly meeting date as June 8, 2016 at 9:00 a.m.

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

These minutes have been approved by Public Safety & Judiciary Committee on June 8, 2016.

Respectfully Submitted,



Carol Collins
Recording Secretary