

**Public Safety & Judiciary Committee**

Wednesday, July 13, 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, Cindy Mickelson, and Thad Kubisiak

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

**Motion by Gilner to approve the June 8, 2016 minutes with corrections, seconded by Colburn. Motion carried by unanimous vote.** Corrections were made under the child support section of minutes.

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 June to review.

Eyes of Hope Shelter—Kris Steffens — Not present

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

Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for June. McFarlin explained his budget is on target and there is no decrease in his caseload overall. Discussion was held regarding establishing a parental education program in Adams County. Committee was informed that this is a mandatory program and used to be offered through the UW-Extension Office. McFarlin has been working with Kathie Dye to develop the program again and will keep the committee posted on the progress. McFarlin stated he is planning on adding funds to his budget in 2017 to cover the costs of the program.

Child Support – Janet Leja – Present

Committee was provided with a written and financial report for June. Leja stated they are doing well on their performance measures and are looking to exceed the measures from last year. The job reclassification for the Lead Child Support Specialist position was approved by Admin & Finance and Leja thanked the committee for their support. The reclassification will be effective 1/1/17. Leja provided the committee with a 2016 budget comparison showing the difference in the budget if they were to rent office space and discussed the potential to rent.

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written and financial report for June. Dye explained there are currently two vacancies in the office, but only one position is being filled. There were 30 applicants and 9 are being tested. Dye would like to have the new employee on board by the end of July due to training scheduled in August for the mandatory e-filing that will be effective 8/15/16.

Register in Probate – Chris Langer – Present

Committee was provided with a written and financial report for June. Langer explained the case comparisons from January to July for 2014 & 2015 to 2016. CHIPS (Children in Need of Protective Services) are way down, but mental commitments are still increasing. Langer stated she has reached out to the director at Health & Human Services for suggestions on what can be done to help resolve the issue of increased mental commitments. Mandatory e-file for the Register in Probate office will not be required for another year or two. The video conferencing maintenance agreement is coming due in 2017 and Langer is looking at getting another 3-year contract.

Emergency Management – Jane Gervais – Not Present

Emergency management was not scheduled to attend the meeting. There was no written or financial report for June to review.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written and financial report for June. The Medical Examiner was not scheduled to attend the meeting, but was asked by the committee to attend to explain the Police Chaplain Program to the new committee members. Rogers discussed the reports and stated revenues are up and expenditures are on schedule. Discussion was held regarding the Police Chaplain Program. Rogers explained the program was developed approximately a year and a half ago. There is currently 7 local chaplains. It is not a requirement that the chaplains need to be ministers. Rogers stated they received good information from the program in Wisconsin Rapids. The program in Wisconsin Rapids is departmental based where our program is community based.

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

Committee was provided with the animal control report and financial report for June. Committee was updated on current staffing and vacancies. Cindy Mickelson, Jail Administrator, was introduced to the committee. The speed grant was pulled by the State due to overextending funds, but the OWI and seatbelt grant funding will still be received. Maintenance is looking at available dates to implement the structural changes in the jail and Fahrenkrug is working on the fob system to restrict access to the jail. Discussion was held regarding the space programming/planning study proposals that were received. Two study proposals were received. Committee would like to see more proposals and suggested that Wollin reach out to more firms to see if there are others that would like to provide a proposal. Committee suggested three proposals be submitted next month so that one can be approved to move forward to the next step.

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

Identify upcoming agenda items: Sheriff's Office – Discuss and/or act on space programming/planning study proposals

Set next monthly meeting date as August 10, 2016 at 9:00 a.m.

**Motion by Allen to adjourn, seconded by Gilner. Motion carried by unanimous vote. Meeting adjourned at 10:44 a.m.**

*These minutes have been approved by Public Safety & Judiciary Committee on August 10, 2016.*

Respectfully Submitted,



Carol Collins  
Recording Secretary