

**Public Safety & Judiciary Committee**  
**Wednesday, January 11, 2017**  
**9:00 a.m. – Conference Room A260**

**MINUTES**

Chairman Grabarski called the meeting to order at 9:01 a.m. The meeting was properly announced.

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

Others present: Carol Collins, Dennis McFarlin, Janet Leja, Kathie Dye, Chris Langer, Sam Wollin, and Barb Petkovsek

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

**Motion by Allen to approve the December 14, 2016 minutes, seconded by Hickethier. Motion carried by unanimous vote.**

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett and/or Jonathan Barrett– Not Present

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

Eyes of Hope Shelter—Kris Steffens — Not Present

Steffens was not scheduled to attend the meeting. There was no financial report for December to review.

Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for December. McFarlin informed the committee that the end of year expenses for 2016 came in 3.4% under budget. Committee was updated on the new parental education program that is going to be instituted by the end of January. McFarlin passed around the textbook for committee members to review. The 4-hour program will be taught over two days and will consist of lecture and class interaction. There is a \$15.00 charge to the participants to cover cost of the book and class.

Child Support – Janet Leja – Present

Committee was provided with a written and financial report for December. Leja stated they continue to be on track with their performance measures. There was nothing unusual to report on the financial report. Leja continues to work on the department policies and procedures for federal grant awards. Leja informed the committee that she will be out of the office intermittently for the next four months and that Tori Babcock will be stepping up when Leja is gone.

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with a written and financial report for December. Dye stated December was a slow/quiet month and they were able to get some major projects done. There are still 2016 vouchers being submitted so the end of year budget report is not final at this time. Committee was informed the new carpet in courtroom B has been installed. Dye is working with SKC to get the audio/video in courtroom B. Dye informed the committee that her office is in need of a new copy machine. They have been calling EO Johnson quite regularly and was told that their copy machine is the oldest machine. Committee requested the purchase of a new copy machine be put on the agenda next month in order to gather more information.

Register in Probate – Chris Langer – Present

Committee was provided with a written and financial report for December. There was nothing unusual to report at this time and the office is running smoothly. Langer stated January and February will be busy.

Emergency Management – Jane Gervais – Not Present

Emergency Management was not scheduled to attend the meeting. Gervais provided the committee with a written report for December to review.

Medical Examiner – Marilyn Rogers – Not Present

The Medical Examiner's Office was not scheduled to attend the meeting. Committee was provided with a written and financial report for December to review.

Sheriff's Office – Sheriff Wollin – Present

Committee was provided with the financial report and animal control report for December as well as the 2016 annual animal control report. Discussion was held on how medications are handled within the jail. Committee was updated on the current staffing levels and vacancies. The MILO system is set up and running and committee members were invited to participate in a demonstration and scenarios. The Adams County Citizens Academy will be starting in April and will go for eight weeks this time instead of six weeks. Committee was updated on the current space needs study and the recent meeting with Potter Lawson and DOC. There will be a presentation regarding the space needs study to county board in February. A brief discussion was held regarding the updates to the Notice of Understanding between Adams County and Eyes of Hope Shelter. The notice of understanding was mailed to Eyes of Hope Shelter, but the signed copy has not been returned yet. It will be put on the agenda next month for approval.

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

Identify upcoming agenda items: Clerk of Court – Discuss and/or act on new copy machine  
Sheriff's Office – Discuss and/or act on approving the Notice of Understanding  
between Adams County and Eyes of Hope Shelter

Set next monthly meeting date as February 15, 2017 at 9:00 a.m.

**Motion by Colburn to adjourn, seconded by Gilner. Motion carried by unanimous vote. Meeting adjourned at 10:05 a.m.**

*These minutes have been approved by Public Safety & Judiciary Committee on February 15, 2017.*

Respectfully Submitted,



Carol Collins  
Recording Secretary