

Public Safety & Judiciary Committee

Wednesday, April 11, 2012

9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:05am.
2. Was the meeting properly announced? Yes
3. Roll Call. Sebastiani, Miller, James, Green, Steffens (Eyes of Hope Shelter), Ward, Wollin, Beckman, Keckeisen-Absent, Barnes, Helmrick, Gervais, Rogers, Kaye,
4. Approve the Agenda. James/Miller. Motion Carried, Unanimous.
5. Approve minutes of prior meeting. One correction to Minutes. Under Sheriff #15 correct (down six or seven lines should be picked them “up” instead of picked them “off”. Correction will be made. Motion to approve as corrected, Miller/Ward. Motion Carried, Unanimous.
6. Public participation (*If requested by the Committee Chair*). As needed.
7. Correspondence. None.

Motion to deviate from agenda and move to Eyes of Hope Shelter under Sheriff’s Office, #14.

8. Family Court Commissioner – Dennis McFarlin –Not Present.
9. Child Support – Deb Barnes – Present.
Review Performance Measures for March 2012. Discussion.
Review Check Summary. Reviewed.
Discuss Office Activities. Customer Service discussed. Discussion on sign placed on front of Child Support Office.
10. Clerk of Circuit Court – Dee Helmrick – Present.
Summary Report of Expense Vouchers submitted for payment. Discussed.
Approve conference/training. None.
Discuss General Operations of Department. Dee is working on the State report which is due by the end of May. Dee is still in the process of working with the new hire system. There were several applicants to the position which opened up in her office. Many were extremely qualified.
Community Service Coordinator’s Monthly report. Discussed.
Complaint brought up by Supervisor Sebastiani from the community was discussed.
11. Register in Probate – Terry Reynolds – Not present.
Monthly expenditures report.
Discuss general operations of department/security concern.
Update on Teen Court.
12. District Attorney – Janis Cada – Not present.
Monthly expenditures report.
Discuss general operations of department.
13. Emergency Management – Jane Gervais – Present.
Monthly Check Summary/Expenditures. Discussed.
Discuss and/or act on Local Emergency Planning Committee (LEPC) appointment. On February 27th, the LEPC met and approved adding Darcie Beckman. Darcie will be replacing Nancy Sorenson from the Times Reporter. Jane is asking for approval of this change. Motion by Ward/Miller. Motion carried, unanimous.
Discuss and/or act on Mobile Command Trailer. Discussion of lease agreement with Friendship Village. At the meeting they wanted to increase the fee from \$1/day to \$3/day. After discussion it was left at \$1/day and the

lease expires June 1st. Jane asked Pat Kotlowski about storing the trailer and he indicated there is no room at the Highway Dept. for storage. Motion to authorize our EM Director to negotiate with the Friendship Village on the least to not exceed \$3/day. Ward/Miller. Motion carried, unanimous.

Discuss and/or act on generator at Solid Waste Department. It would be costly to rent a generator from somewhere. Talking with Tracy in Maintenance, last resort would be to clean out the storage area where auction items are stored and storing it there.

Update on narrow banding. The County will be switching over to narrowband starting on April 16th and will be programming many departments in the area.

Discuss Wisconsin Disaster Fund awards. Assistance to townships to recover some of the monies from the April 10, 2011 tornado was received. The final awards were as follows; the Town of Preston received \$20,560.09, Town of Strong's Prairie received \$5,223.84, Town of Colburn received \$4,529. No check for the Electric Company yet but will be receiving \$128,250.96. The State pays out 70% of the requested amounts.

Discuss and/or act on training/conferences, if any.

Office Activities. Jane submitted her plan of work to the state and her financial plan will be submitted when final reports are received.

14. Sheriff's Department - Sheriff Wollin – Present.

Animal Control Report/Eyes of Hope Shelter Report/Feline Shelter Report (included in packet).

Kris Steffens had to re-issue the statement because she had the amount under "Sponsors" incorrect. She also did not get paid again for April. Supervisor Sebastiani will check into this. Sheriff Wollin gave a small update on how the operations between the Eyes of Hope and the Sheriff's Office are going and he is very pleased.

Discuss general operations of department. \$6000 will be set aside for the Michael Shannon account and the additional monies will come out of the Asset Forfeiture Account. Flag etiquette was discussed. The U.S. Marshall did come in and provide a security survey for the Courthouse and is still waiting for the report back from them. We are moving forward with the purchase of the squads. We are going with the Chevy Malibu's for the Lts. which is a significant difference in cost and more practical for their responsibilities. The Chevy Caprices were ordered for the Deputies and will be built and delivered soon. The equipment we have now will not be compatible so new equipment was ordered for the new squads. The new process of utilizing and replacing the vehicles was placed into effect with the new Sheriff. Because of switching from Ford to Chevy we had to contract with a new leasing company which is MEARS Leasing instead of Ford Credit. Sheriff Wollin will speak with Lt. Tully to find out if a financial background check was done on this leasing company. Jail Deputy interviews will be held next Wednesday, April 17, 2012. Sheriff Wollin is requesting a committee member to attend. Supervisor Sebastiani will attend and be there at 8:00 am in Conference Room A260.

Approve conference/training if any. Training request for Cheryl Thompson to attend the Spillman Administrator's Conference. There is a zero fiscal impact to the county. However, the cost of the flight and hotel will need to be paid upfront by the Sheriff's Office and Spillman will reimburse the County. Motion to approve training and forward a Resolution to County Board. Ward/Miller. Motion carried, unanimous.

Discuss and/or act on Resolution recognizing Robin Zellner for her years of service to the County. Robin Zellner's final day will be the 21st. Motion to approve Resolution for Robin and forward to the County Board for the May meeting. Ward/

Motion for a seven minute recess. Motion carried, unanimous.

Meeting called back to order at 10:30 am.

Captain Beckman – Present.

Approve monthly expenditures. No questions.

Discuss additional general operations of department if applicable. All the Swanson Kiosks were installed except for Pod C. Sandra did a great job in setting this up. This is all up and working so the inmates are able to check their balances and order Commissary anytime they want to.

The Jail inspection has been moved to May 24th.

The floor is coming part on the kitchen store room floor. They have been consulting with Tracy in maintenance about fixing it. When he can get the pricing together we will move forward with this project and can be paid out of Jail Assessment.

Inmate Education/MSTC used for the betterment of the inmates. Captain Beckman and Sandra had a meeting with MSTC representatives. Discussion was held regarding a grant which will give us more hours and a lesser cost for the 2012/2013 MSTC fiscal year.

Follow up from March meeting on inmate medical charges. The charges are considerably higher than what was first anticipated ranging now over \$15,000 at Medicare rates. We may be able to chargeback to the inmate in the future portions of these monies once he goes to prison. Captain Beckman will follow up more on this and keep the committee updated.

Captain Beckman attended the PREA (Prison Rape Elimination Act) training. This went very well and he brought back useful information for the Sheriff's Office. We do have to provide training on the PREA issue to those who enter the jail for any reason even those from Maintenance. Training for this is required/mandated on an annual basis and takes about two hours.

15. Medical Examiner, Angela Hinze – Deputy Coroner, Marilyn Rogers – Present.

Monthly expenditures report. Submitted and discussed.

Approve conference/training if any. None.

Discuss general operations of department. Discussion with Dr. Parlante regarding the cost for a CT scan of a deceased person. A full body CT scan was discounted to \$7000. Will only need to use for gunshot wounds and babies. Returned from her training which was very good.

Discuss/Act on MOU.

Motion to go into closed session at 10:50 am. Ward/Miller. Motion carried, unanimous.

16. Committee will convene in closed session per Wis. Stats 19.85(1) (c) considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on status of Acting Chief Deputy/filling position of Chief Deputy.

- ~~17. The Committee will continue in closed session per Wis. Stats. 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.~~

The Committee will reconvene in open session per Wis. Stats. 19.85(2), to consider and vote on appropriate matters. Motion by Ward/James, motion carried, unanimous to reconvene in open session at 12:32pm.

18. Approval of all vouchers and monthly expense reports. Miller/Ward. Motion carried, unanimous.
19. Set next meeting date. May 9, 2012 at 9:00 am in Conference Room A260.
20. Action items for next meeting. None.
21. Adjourn. Meeting adjourned at 12:25 pm. Ward/James. Motion carried, unanimous.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Office.
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / James / Keckeisen / Miller / Ward / Wollin / Beckman / Green/ McFarlin / Bonnett/ Cada / Hinze / Rodgers / Gervais / Helmrick / Reynolds / Barnes / County Clerk Dept / McGhee / Larson / Eyes of Hope Shelter