

## Public Safety & Judiciary Committee

Wednesday, November 10, 2010

9:00 a.m. – Conference Room A260

### MINUTES

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call: Al Sebastiani, Mike Keckeisen, Joanne Sumpter, Terry James, Beverly Ward, David July, Sandra Green, Jane Gervais, Becky Kirslenlohr, Sam Wollin, Dennis McFarlin, Deb Barnes, Dee Helmrick, Rome Chief Deputy, Terry Reynolds-Warner, Angela Hinze, City of Adams Chief Deputy.
4. Approve the Agenda. Motion to approve the agenda. Ward/James, MC/UN
5. Approve minutes of prior meeting. Motion to approve October Minutes. Ward/Sumpter, MC/UN
6. Public participation (*If requested by the Committee Chair*). None
7. Correspondence. None.
8. Emergency Management – Jane Gervais – Present.  
 Vouchers/Purchase orders, review of August. Check summary was reviewed. GMJ repaired the EM vehicle and was at previous estimate.  
 Discuss and/or act on training/conferences, if any. Motion to approve the report as submitted, Ward/Sumpter, MC/UN.  
 Office Activities. Will be discussing requirements of Hazmat Contract with Juneau County EM Director today. Radios have been ordered with the excess bond monies for most departments. Tom Jones from Communications Services is working with Hwy. and Sheriff's Department. The tower for parks is still up in the air as Dawn from MIS says Solarus indicated there may be a possibility a piece of equipment could go on a utility pole instead of the towers since they may not be high enough. The question is what was approved. Jane will be meeting with Dawn in the next couple of weeks and will be talking with Barb regarding this. The Wiscom Mobile radio was installed at the Community Center. Jane also closed out the Grant. She may be on vacation during our next meeting. She will provide the committee with a written report for next month's agenda.
9. Becky Kirslenlohr – Consolidated Food Management – Present.  
 Discussion took place regarding the purchase of a new Canine for the Sheriff's Department as a donation from Consolidated Food Management which comes from Ms. Kirslenlohr's yearly donations she already makes. Consolidated Food Management is offering to pay \$15,000 for replacement of Kyra with an extension of the five year contract. The contract comes due next year in December. Becky agreed the six year contract to freeze prices is still on the table even without the donation of \$15,000 to renew the contract.  
  
 Discussion as far as the Health care contract being looked at as to what the difference is from our proposed extension to what the Health care providers are doing. With being here the five more years she had asked her company for an upfront lump sum donation to cover the K-9 and that's how it ties into the five year extension not a pay-off for it.  
  
 Motion to thank Becky but to turn down the donation of \$15,000 for Kyra at this time. The proposal could be seen as unethical as the proposal is an offer to pay for the replacement of Kyra in exchange for a renewal of the CFM contract which would freeze the rate for six years. It will also be referred to Corp Counsel on whether we need to bid out the contract for next year. Motion by James/Sumpter, MC/UN.

10. Coroner - Not Present.

11. Family Court Commissioner – Dennis McFarlin – Present.

Present to answer any questions and a courtesy call.

12. Child Support – Deb Barnes - Present.

Review of Vouchers and Monthly Expense Reports. Reviewed.

Review Performance Measures for October, 2010. October is the beginning of the new Federal Fiscal year.

Discuss Performance and Funding for FFY/CY 2011. In order to receive the full allocation for performance in the collection of past due support, cases that didn't receive a payment on arrears in Federal fiscal year 2009 must be reduced by 7%. This is a different methodology than has been used in the past to measure performance in arrears collections.

Discuss Performance and Funding for FFY/CY 2011. We should anticipate the State should receive 6.75 million in general purpose revenue for calendar year 2011. This is a reduction in what had previously been allocated in general purpose revenue via a continuing resolution that was passed previously.

Discuss Office Activities. Adams County CSA was one of two counties in the state to win Child Support Agency of the year at the WCSEA Fall Conference. They were recognized for their innovation and best practices.

13. Clerk of Circuit Court – Dee Helmrick – Present.

Summary Report of Expense Vouchers submitted for payment. Revenues are not going to meet expectations. Court appointed counsel is down considerably. They are trying to seek payments for unpaid debts to pay back the courts. There was also a decision made they were not going to issue arrest warrants before a hearing on ability to pay. This is an ongoing problem and they are seeking ways to resolve this issue. She will be over budget in a couple of accounts by the end of the year. The salaries will be under budget due to the shortage of staff. The Jury budget will have monies left over by the end of the year. The overages will hopefully balance out the shortfalls.

Approve conference/training, if any (Passport acceptance training). The passport people are making rounds verifying procedures, qualifications and training to maintain and issue applications for passports. There was some onsite training in early November and she sent three employees to this training. The training was very good, a lot of information and was better than the online training. She felt it was very beneficial to her and her employees.

Discuss General Operations of Department. Has a full staff now. Amanda Young is now a full Deputy in the Department. Amanda has gone past her 40 days of probation and has been sworn in. Christine came from the Treasurer's Office and is a collections clerk. She is working toward her probation period. She will do quite well. She did lose the Experience Works person who was doing all her scanning. Dee will get in touch with them to see if there is another person who can continue to scan.

Community Service Coordinator's Monthly report which was in the Supervisor packets.

14. Register in Probate – Terry Reynolds Warner – Present.

Review of Vouchers and Monthly Expense Report. Legals and Probate Dept already in the negative by \$3100. She is over on the Revenues in specific areas. The Maintenance Agreement on the Video Conferencing was discussed. There is a discount on the equipment if you buy two year agreement. This is figured into the budget for 2011. We save 15% on the agreement which is a significant savings. As of the date when purchased, we've saved \$40,000 in transports. The system has been working very well and everyone is highly impressed with the system. They have been connecting more with different facilities.

Update on status of Teen Court meeting of October and upcoming scheduled meeting for November.

They had a meeting last month. Trying to meet with Columbia County and Mauston to view their Teen Courts. Mauston is fairly new and is still trying to get to know the process. They would like to meet in December to find out what works and what doesn't work. Terry should let Mike Keckeisen know when the meeting is. They use a six jury panel and there are papers between the Teen Court and the parents and this information has been sent over to Terry to use for Adams County Teen court. The school is very interested in working with us and would like to keep it going. There is a meeting scheduled for next week in the Law Library.

She received a letter on serving for the County Ambassador Program. If she would apply, she would need approval which would be signed by Al Sebastiani. She would attend four meeting and if selected would be a County Ambassador. Terry James thanked Terry Reynolds for taking the initiative on the Teen Court project.

15. District Attorney – Janis Cada – Not Present.

Monthly expenditures report

Note: Due to the significantly large court calendar this date, I will not be present at the meeting unless requested by the Committee for clarification on the monthly expenditures report. Thank you.

16. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications – Not Present.

Animal Shelter/Animal Control Officer Report (reports in packet).

Motion for a five minute recess. Keckeisen/Sumpter, MC/UN

Meeting called back to order at 10:30 a.m.

Noted: Mike Keckeisen will attend the Animal Shelter meeting next month.

Chief July - Present

Review of Vouchers and Monthly Expense Reports. No questions.

Department Operations. Over this past weekend, the shooting of the BB gun on Hwy. 73 which is still under investigation. Will most likely be referred to the DA for charges. Another incident on southern end of the County regarding a vet. This was explained to the committee and the person was arrested. They are working on the investigation of the Razowski murder. There is a pretty good solvability factor. There is info being submitted to the crime lab. How the Razowski case came forward to be reopened is there was a Grant to offer retired State of Wisconsin Agents to work part time on cases that are old and not solved. We were able to save approximately \$8100 on reimbursement on radios from Motorola.

Approve Conference/Training if any. None.

Discuss/Review/Act on "Memorandum of Agreement between the County of Adams and the Town of Rome" to facilitate the use of Adams County's Spillman Public Safety Software. This Memorandum of Agreement has been approved by Corporation Counsel. The MIS Department has also reviewed the agreement and approves it. Motion to approve Memorandum of Agreement for between the County of Adams and the Town of Rome. Keckeisen/James, MC/UN.

Update on Marathon which came through Adams County and corresponding emails. Chief did finally receive a response from the person in charge of the Marathon. We billed them for our services. Mike Keckeisen would like to see an ordinance drawn up to prevent this type of thing happening in the future. They are expecting to make this an annual event. This is the reason for this Ordinance to be relayed that there must be a permit prior to it taking place.

Discussion/Action on Prisoner Board fees for Rome and Adams. This was discussed. Chief of Police from Rome indicated a Municipal Court Warrant who sits in the Adams County Jail is when Rome is being charged for these days. This subject is more informational and a decision does not need to be made this month.

Chief July will get the information for next month regarding Revenues received for boarding of Rome prisoners.

Discuss Inmate Health Care Contract. They are proposing (rates based on CPI) 3% for 2011. Now they are offering 0% for 2011 and only a 3% for 2012 and 3.5% for 2013. So it would be a cost savings if we take the second offer. The cost of the contract for 2010 was \$190,000. The Committee would like to explore the possibility of another Health Care program. Chief July will obtain information regarding this. Chief July will place a copy of the contract in the Supervisor's mailboxes so they can review it. Chief July will also ask if they have a review of the year in savings, etc. It was also suggested in finding and going through an agency type system. A company that would give you a solid, steady contract fee. Supervisor Ward also mentioned we could also check with other Counties the same size as ours as to what they use for health services.

Discuss City of Adams proposal for billing the Sheriff's Department for Mutual Aid when their officers are called outside the city. The Mayor is considering charging us Mutual Aid for anytime we ask for the City of Adams to assist us. Chief Hansen is concerned about the non-emergency calls only. This was discussed at length. Supervisors Sumpter and Ward will be at the December 20<sup>th</sup> City Council Meeting to discuss this.

Discussion requested by Supervisor Ward regarding the filling and posting of the Sheriff's Department School Liaison position. Supervisor Ward feels it's important we look at it to be filled as soon as possible. Chief July discussed the process that is taking place to fill the position. There are three people which expressed interest in the position. Sheriff elect Wollin selected Deputy K. Ballew for the position. She will work with Sheriff Elect Wollin as time permits for training of the PLSO position. The road officer position which will be vacant has to be posted for 15 days within the Department. The request should be made by the Sheriff to Marcia Kaye to fill the patrol officer position.

17. Medical Examiner – Angela Hinze – Present.

Review of Vouchers and Monthly Expense Reports if applicable.

Department operations/updates. None.

Approve Conference/Training if any. None.

Discuss/review/act on "Columbia County Medical Examiner's Office Guidelines for Notification of the Medical Examiner". Some changes were made to the original document. Angela handed out the documents which the changes. Angela discussed the various types of situations which might arise where notification of the ME guidelines would need to be followed.

If completed, will be available to discuss policy and procedure manual. She will make one copy of this manual and the Supervisors will distribute amongst them.

Discussion on job application process and vehicle information from the community suppliers. Postings for the position are out along with the job descriptions. Ms. Hinze sent approximately 25 letters to all of the auto dealers in the immediate and outlying areas in search of a vehicle to provide to the Medical Examiner. She did receive information back from other dealers but will be calling A-F Motors to discuss their proposal which was right in the dollar range Angela requested.

Discussion on transition to Medical Examiner. Would like to meet with Law Enforcement in the near future to introduce herself and answer any questions they might have. She will also be meeting with the County DA as well. This week she is meeting with the Finance Committee to discuss how the billing will work and who will be assigned this task.

The Tissue agreements are signed and we will now be reimbursed for these services.

18. Approval of all vouchers and monthly expense reports. Ward/Sumpter, MC/UN.
19. Set next meeting date. December 8, 2010. 9:00 am in Conference Room A260.
20. Action items for next meeting.
  - Discuss/action on 2011 Training for the Sheriff's Department.
  - Discussion and possible action on the contracts with the towing companies.
21. Adjournment: Motion by James/Sumpter to adjourn at 12:05 pm. MC/UN.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department.

*These minutes are not yet approved by Public Safety & Judiciary Committee.*

Cc: Sebastiani / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel/ Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green / Hinze / Kirslenlohr