

Public Safety & Judiciary CommitteeWednesday, November 12, 20149:00 a.m. – Conference Room A260**MINUTES**

Chairman Allen called the meeting to order at 9:00 a.m. The meeting was properly announced.

Committee members present: Robert Eggebrecht, Marge Edwards, Jack Allen, Robert Grabarski, and Jerry Kotlowski

Others present: Carol Collins, Tania Bonnett, Dennis McFarlin, Janet Leja, Kathie Dye, Terry Reynolds, Sam Wollin, Terry Fahrenkrug, Becky Kirslenohr, and Trooper VandenHoven.

Motion by Kotlowski to approve the agenda, seconded by Edwards. Motion carried by unanimous vote.

Motion by Grabarski to approve the prior meeting minutes (October 8, 2014), seconded by Eggebrecht. Motion carried by unanimous vote.

There was no public participation. There was no correspondence.

Eyes of Hope Shelter—Kris Steffens—Not Present

The Eyes of Hope Shelter was not scheduled to attend the meeting. There was no written report for October 2014 to review.

Family Court Commissioner – Dennis McFarlin – Present

McFarlin stated his office is running smoothly and there is nothing significant to report at this time.

Child Support – Janet Leja – Present

Committee was provided with the performance measures and financial report for October 2014. Leja discussed the performance measures and answered the committee's questions. Leja discussed her financial report and stated there is nothing unusual. Leja stated they recently went to FCI prison to present their parental responsibility classes and that went well. Leja gave an update on the Channel 15 News interview regarding child support warrants. Chairman Allen requested that Leja give an update to the County Board at their meeting in January and if possible show the interview from Channel 15 News. Leja discussed the Secretary/Receptionist job description and answered the committee's questions. Leja discussed the history regarding the past position and how the Call Center came about. **Motion by Edwards to approved the Secretary/Receptionist job description, seconded by Kotlowski. Motion carried by unanimous vote.** Leja stated the part-time Secretary/Receptionist position is budgeted for in the 2015 budget and she would like to start the recruitment process as soon as the 2015 budget is adopted so that the position can be filled on 1/2/15. **Motion by Kotlowski to approve filling the part-time Secretary/Receptionist position based on the adoption of the 2015 budget, seconded by Edwards. Motion carried by unanimous vote.**

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with the financial report for October 2014. Dye discussed the financial reports and stated they are okay at this time, but there is a possibility of a 3-day trial in December. Dye stated she will be attending the District 6 quarterly meeting on 11/14/14 and will be taking two other deputy clerks from her office. Dye stated her presentation at County Board in October went well and she received good feedback.

Register in Probate – Terry Reynolds – Present

Committee was provided with a written report and financial report for October 2014. Reynolds discussed her reports and answered the committee's questions. Reynolds stated her office is currently running smoothly. Reynolds informed the Committee that she will be without the judge's judicial assistant for the month of December and will be using deputies from the Clerk of Courts Office to help out when needed.

Emergency Management – Jane Gervais – Not Present

Emergency Management was not scheduled to attend the meeting. Committee was provided with a written report and financial report for October 2014 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 report and financial report for October 2014 to review.

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

WI State Patrol Trooper VandenHoven has been assigned to Adams County and was introduced to committee members today. Committee was provided with the monthly financial report, Animal Control report, and Mauston Veterinary invoice for October 2014. There were no questions. Wollin stated the MILO system is again on loan through the insurance company at no cost. Wollin offered to show the system to committee members after the meeting. Wollin informed the Committee that the recreational officer's vehicle needs a new engine, but is not purchasing a new vehicle to replace it at this time. Wollin stated the functional exercise in October at the Middle School went well. Wollin gave an update on the speed board and stated he is receiving good detailed information to help put officers where the issues are. Wollin stated he received an offer for a contract extension from Consolidated Correctional Food Service at the annual meeting. Corporation Counsel did look over the contract and had a few questions that Wollin has not been able to be addressed at this point. Wollin will address Corporation Counsel's concerns and report back to the committee. Becky Kirslenlohr was present to answer the committee's questions regarding the food services. Chairman Allen stated he would follow-up on the contract and who should sign the contract.

District Attorney – Tania Bonnett – Present

Bonnett stated the Office Manager/Attorney reclassification was presented to the Admin & Finance Committee and it was approved. Committee asked if additional staff would be needed at a later date with this reclassification and Bonnett assured them that she does not feel there would be a need for additional staff any time soon. Bonnett also stated that if any extra funding was awarded for her request to the State to make the ADA position a full-time position those funds could be allocated to alleviate the County's expense for this reclassification. **Motion by Eggebrecht to approve the Office Manager/Attorney reclassification proposal as presented by Bonnett, seconded by Edwards.** Discussion was held whether the job description also needed to be approved. The job description was not included in the committee packet this month. Bonnett stated she could provide the job description. **Motion by Edwards to take a five minute recess to allow Bonnett time to retrieve the job description from her office, seconded by Grabarski. Motion carried by unanimous vote.** Break for five minute recess at 10:07 a.m. Chairman Allen called the meeting back to order at 10:16 a.m. Bonnett provided the job description for the committee's approval. There was no further discussion. **Committee then voted on the motion to approve the reclassification. Motion carried by unanimous vote.** Committee members signed the approved Office Manager/Attorney job description. Committee was provided with the monthly financial report and community service report for October 2014 and Bonnett stated there was nothing unusual.

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

Identify upcoming agenda items: None

Set next monthly meeting date as December 10, 2014 at 9:00 a.m.

Motion by Grabarski to adjourn, seconded by Edwards. Motion carried by unanimous vote. Meeting adjourned at 10:27 a.m.

These minutes have been approved by Public Safety & Judiciary Committee on December 10, 2014.

Respectfully Submitted,


Robert Grabarski

Secretary