

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - NOVEMBER 12, 2008**

DATE: November 12, 2008 TIME: 9:00 a.m. PLACE: A231
Adams County Courthouse 400 Main Street Friendship, WI 53934

MEMBERS PRESENT: Al Sebastiani, Florence Johnson, Cynthia Loken, Jerry Kotlowski, Terry James

OTHERS PRESENT: Sheriff Renner, Chief July, Captain Beckman, Jane Grabarski, Nick Segina, Deb Barnes, Dee Helmrick, Terry Warner, Brenda Schwertsig, Linda McFarlin, Shirli Suchomel

1. Call to Order – At 9:01 a.m. Chair Sebastiani called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Sebastiani, Johnson, Loken, Kotlowski, James present.
4. Approve the Agenda – **MOTION** by Johnson/James to approve the November 12, 2008, meeting agenda. MC/Unan.
5. **MOTION** by Johnson/Loken to approve the minutes from October 8, 2008, Public Safety & Judiciary Committee meeting with a spelling correction of “committee” on page one, Family Court Commissioner. MC/Unan.

MOTION to deviate the agenda to Emergency Management was made by James/Kotlowski. MC/Unan.

Emergency Management - Jane Grabarski gave a report from Foth on the radio system upgrade and the tower project. The main tower is up, lit, and fenced. Grabarski negotiated the price for the four rented towers at \$150.00 a month each, down from over \$700.00 each per month, and the written contract will arrive soon. A letter from the Airport Manager expressing concerns for height restriction was mentioned but the FAA licensed the tower and Planning and Zoning granted the variance. There is no contract yet for Level B Hazmat services from Juneau County who was last contacted concerning this two weeks ago. Applications are out to people for the CDBG grant for flooding damage to low and mid-income homes; \$198,000.00 is already on hand for the unmet needs from FEMA assistance. A Pre-Disaster Mitigation Task Force meeting will be held to determine the greatest risk locally and what will happen in response. Grabarski gave Committee a flow chart of how people get assistance. She explained the FEMA payments for public assistance, with \$310,144.39 to be paid as the 75% share of total projects in various locations. Grabarski was at the WEMA Conference in the last week of October where she was elected Treasurer of WEMA. She showed Committee the book of Federal and State statutes on Emergency Management defining the requirements of the department and explained that it will be re-numbered when the latest edit is finished. She underwent training in long-term power outage, urban and rural. The trailers are stored in the Town of Adams. A mandatory Winter Awareness Week is being conducted with public service announcements. Two exercises with Wisconsin River Power Company are scheduled on dam failure as a four-county tabletop exercise in January will be followed by a functional exercise in February. No conferences or training will be coming up this month. Grabarski presented her Summary of Checks report. James inquired about the progress of ID badges for 1st Responders. Grabarski stated it is in the hands of Personnel and she will follow up on it.

Coroner’s Report - Nick Segina stated there were 15 deaths in October, two of which were suicides. Columbia County is providing forensic autopsies which saved \$500.00 on one of the autopsies. He gave Committee the Coroner’s vouchers. The proposed Coroner’s new fees passed and implementation began November 1, 2008. Committee questioned mileage claims on a voucher and Terry Scheel is to respond. Committee signed the vouchers.

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Family Court Commissioner – Dennis McFarlin not present.

Child Support – Deb Barnes had submitted her Performance Measures and Check Summary in Committee's mailboxes before the meeting. She explained that support collection was down but monies received in reallocation balanced the budget in the black. The service contract with Juneau County is going well. Wendy is tracking calls which have taken 2.5 hours per day or less. The contract is for wages and benefits to cover the cost of Wendy's time, as well as charges for paper, envelopes, and postage costs. The contract is due for renewal and re-evaluation in January. At the Regional Directors meeting in Wausau Barnes discovered that Child Support will have a centralized call center for all calls in the state as of January 1, 2010. It will be mandatory for counties to participate and monies will be required of each county for this call center. It will result in minimal calls being received at any local office, which may affect staffing requirements. She is working on the 2009 cooperative agreements between the Child Support agency, Court Commissioner, Sheriff's Department, and legal counsel, as well as the State/County Contract.

Clerk of Circuit Court – Dee Helmrick gave the District Attorney's folder to Committee. She had already submitted the Community Service Coordinator's report and October's summary of expenses to Committee in their mailboxes. She was informed that new carpeting will be installed in her department, requiring dismantling of electronics in the furnishings and movement of all files to empty the room. The carpeting itself is supposed to take four hours to remove and install new. She wished to hire professionals to dismantle the desks, move them, and replace them, with Community Service workers doing some of the non-technical tasks. The Video Conferencing project was proposed to be done in this same time frame. Sebastiani suggested she talk with Property Committee. Helmrick informed him there is no money in Clerk of Court budget for this, and her Indigent account line item will run out this year. The carpeting project is to take place on a Friday.

Register in Probate – Terry Warner informed Committee that her line items for postage is running short due to juvenile and CHIPS cases that require mailed items, but Operations Supplies line item has \$500.00 which will balance the budget again. Video Conferencing vendors were here doing a site visit to the jail. The system is scheduled to be installed by December 31, 2008. The DAR system for Courtroom B has been held off until the Video Conferencing project is done within the budget. Helmrick stated it has been proposed that the existing sound system be removed from Courtroom A and moved to Courtroom B for phone conferencing. She has an estimate of \$3,600.00 for this move, less the cost of usable existing equipment for a maximum estimated final cost of \$3,500.00. The original system cost \$17,000.00 in 1995.

District Attorney – not present.

Sheriff's Department – Sheriff Renner reported a good in-service Tuesday with multi-departmental employee attendance. He said it was good for the county and should be considered yearly. Project Lifesaver donations are coming in. Six candidates are being considered for the advertised Lieutenant's position for testing and interviews. Two Road Officers in the department are being background checked by another agency, and there is no eligibility list. Fifty applications were received and testing is being scheduled to create a new list. Supervisor James inquired how much it costs to start a new Road Officer and Chief July responded that all factors considered it is \$100,000.00. Sheriff stated that most of the employees are not looking for work elsewhere and he is satisfied with that. Committee will approach the Executive Committee for any resolution or ordinance stating there was a residency requirement to work in this department.

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Animal Control report was in the Committee packet. Brenda Schwertsig of the Shelter was present and distributed the drawings for the new Shelter addition. She and Christine Akkerman have been to euthanasia training, and they are authorized now to euthanize. The main problem is feral cats, which are basically unadoptable and do not adapt to households. A Drug Enforcement Agency license is required, and forms are being filled out for permission to keep euthanasia drugs at the Shelter. This will require a locked room with a combination safe or bolted meds cabinet, and only two people are allowed access. A security system was installed last year. Committee had questions on euthanasia's physical process on the animals, which Brenda answered. She stated they will hold a membership drive to raise money in addition to Dr. Westly Willard's memorial donation that should cover 90% of the Shelter addition. The outside shell is expected to be up by Christmas. No euthanasia has yet been done because of space constrictions. AniMart takes Shelter animals at EastTown Mall in Madison, and shelter sharing moves animals around to prevent euthanasia as much as possible. Planning and Zoning has issued the building permit. Employees have to be carefully screened and the Sheriff's Department will be conducting the background checks. Supervisor Johnson inquired about a person training under Ed Baron to become backup for Animal Control Officer, and she asked to see the original agreement between Ed Baron and the County. Sheriff stated he has made no steps to find anyone because of money constraints. He added that Townships handle animal complaints in other counties. A contracted service for Animal Control was suggested as an alternative.

Chief Deputy July reported that some line items have gone over budget this year. Supervisor James inquired about the monthly Jail Health contracted fee and asked where \$2,100.00 in furniture was spent. Chief stated the furniture was for the Captain's office. He stated that reimbursement for bullet proof vests has arrived electronically deposited into the Sheriff's account and he has written checks to the County Treasurer to get the money deposited with the County.

Nick Segina returned to the meeting with information about Wisconsin Coroners and Medical Examiners January Training Conference on Basic Death Investigation with a deadline of December 7 to reserve the hotel room. He asked for two room reservations. Committee wants this request from elected Coroner Terry Scheel, even if it involves a late fee, and whether he decides it comes from the 2008 or 2009 budget. **MOTION** by James/Loken not to allow room reservations and registration without Terry Scheel's request and whether 2009 budget funds are available. MC/Unan.

Captain Beckman reported the hiring of two new transport officers, both of whom are retired experienced law enforcement officers. He stated he believes they will do well here. Electronic Monitoring generated \$39,297.00 so far, with a budgeted expected revenue in 2008 of \$40,000.00. He stated EM is a great program for the county. Huber generated \$8,832.12 and will hit budgeted expected revenue, and Safekeepers generated \$65,824.00, already exceeding 2008's budgeted \$40,000.00 in expected revenue. Jail overtime figures were not yet available at the time of this meeting. In the last pay period (09/02/08 – 10/11/09) 25 hours of overtime was worked covering vacation and 65 hours covering jail academy training. Jail is at full staff now for the first time since mid-2006. Of 112 possible shifts, only 11 were filled because of staffing three officers on a shift. A written agreement for minimum staffing (as indicated in the State Jail Inspector's 2008 Report) was not presented to the County Board yet but it is being worked on. The jail washer and dryer project is finished and came in \$4,000.00 under budget. With this new "greener" equipment, the Department should realize a substantial savings in utilities, as a 25-lb load of laundry now only takes 30 minutes from start to finish, versus the hour-and-a-half-plus it used to take. This equipment was purchased and is not leased. Captain reported three car-deer accidents November 5, 6, and October 16.

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MOTION by Loken/James to take a five minute break. MC/Unan. At 11:02 a.m. the meeting recessed, then reconvened at 11:08 a.m.

MOTION by James/Kotlowski to convene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Discuss personnel matters; and Wis Stats 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Discuss contract negotiations for Local 414. ROLL CALL VOTE: Johnson: Yes. James: Yes. Sebastiani: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. Shirli Suchomel left the room as the meeting closed at 11:09 a.m.

MOTION by Kotlowski/Loken to reconvene in open session per Wis. Stat 19.85(2). ROLL CALL VOTE: Johnson: Yes. James: Yes. Sebastiani: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. Meeting reconvened at 12:12 p.m.

MOTION by Loken/Johnson to approve all vouchers presented at today's meeting. MC/Unan.

The next scheduled regular monthly meeting will be Wednesday, December 10, 2008, at 9:00 a.m. with closed session included on the agenda.

MOTION by Loken/Kotlowski to adjourn. MC/Unan. Meeting adjourned at 12:14 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (11/18/08)