

## Public Safety & Judiciary Committee

Wednesday, February 9, 2011

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. Beverly Ward, Excused. Al Sebastiani, Terry James, Mike Keckeisen, Bill Miller, Sheriff Wollin, Captain Beckman, Becky Kirslenlohr, Sandra Green, Rick Popp-Operations Specialist/Legal Counsel with Consolidated Food Management, Marilyn Rogers-Deputy Medical Examiner, Dee Helmrick, Deb Barnes, Adam Grosz, GIS Department-Adams County.
4. Approve the Agenda. Motion by James/Miller to approve agenda. MC/UN
5. Approve minutes of prior meeting. Motion by James/Keckeisen to approve minutes. MC/UN.
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.
8. Family Court Commissioner – Dennis McFarlin – Not present.
9. Child Support – Deb Barnes.  
 Review Performance Measures for January 2011. Reviewed.  
 Review Check Summary. No questions.  
 Discuss Office Activities. Ms. Barnes attended the WCSEA Board Meeting last week. She addressed concerns about what seems to be a change in attitude from the Federal Government on how to bring non-payers into compliance. There seems to be a move towards lessening the consequences for not paying support in a timely matter so that the paying parent stays engaged with the family. Wisconsin and Minnesota are the top two states for bringing contempt actions against willful non-payment of child support.
10. Clerk of Circuit Court – Dee Helmrick.  
 Summary Report of Expense Vouchers submitted for payment. Questions addressed.  
 Approve conference/training (Winter Institute – Chula Vista). Clerk's Institute Conference coming up on 2/23 and the expense would only be mileage. Ms. Helmrick is requesting permission to take the new employee in the Clerk's Office to the new training for one session at Chula Vista. A Jury trial has begun and is set to run for four days which is their first one this year.  
 Discuss General Operations of Department. She received a letter from CCAP and the equipment in Courtroom B for which the sound system was placed. There was also FTR for the record equipment which records the proceedings on a CD. That equipment is working pretty well but it needs to have an enhancement/update, however they will not provide this or pay for it. This enhancement will cost \$1121.25 and will need to come out of the County Budget. Terry Warner will be providing some options and/or suggestions on this subject.  
 Community Service Coordinator's Monthly report.  
 Motion to deviate to #14 of agenda, Keckeisen/James, MC/UN. Sheriff Wollin felt it would be beneficial for Ms. Helmrick to be here for this discussion. Supervisor James requested it be placed on the agenda for action/discussion. The billings received from Adams County Sheriff's Department to Rome PD for jail facilities. The concern is that the town feels they should not have to pay these charges. It was decided approximately 10 years ago that housing of the inmates for warrants out of Rome which sit in the County Jail would be billed at \$38/day to cover costs and Jail Assessment fees. This all came about when Rome set up their own Municipal Court it was agreed upon at that time because of the warrants for non-payment that they would have to pay the County something because the defendant is getting credit for jail time. It was agreed back then there should be something so that it doesn't become abused by

the Town of Rome. Supervisor James feels Rome doesn't use Adams County Officers by their choice but they get charged for using our jail. Town of Rome does not utilize any other of our equipment or services. Supervisor James would like this agenda item to come back again in the near future. This should be brought back to the agenda for the March PS&J meeting. Adam Grosz from the Rome PD then entered the meeting. His input was the previous Police Chief and/or Chief Deputy came up with some agreement that the \$38/day was when the municipal court started approximately 10 years ago. He wasn't involved in any of these negotiations so he doesn't have any knowledge of the whys or how's. The concerns of people in the community are why they are paying this fee when we are paying for County Taxes. Wood County does not charge their municipals for housing of inmates as he did some research on other counties. Over the past 12 months they have paid the county \$950 in inmate housing fees. Ms. Helmrick provided the information which show these fees do come back to the County under Jail Assessment fees. Table until next meeting. Ask Jack Albert for the contract information.

11. Register in Probate – Terry Reynolds Warner - Not Present.  
Review of monthly Revenue and Expense Report.  
Update on status of Teen Court and upcoming scheduled meeting for February.
  
12. District Attorney – Janis Cada / DA Thibodeau present. He has announced he is retiring and his last official day is 4/1/2011. He will be taking some vacation time in March. They hope to have someone appointed before 4/1/2011.  
Review of Vouchers and Monthly Expense Reports.  
Update on storage room project. Shelving project is complete and the files are being transferred to the new area. This doubles the storage space in this area. If anyone would like to see this completed project, he invites them to stop in anytime.
  
13. Emergency Management – Jane Gervais - Not present  
Vouchers/Purchase orders, review of December/January.  
Discuss and/or act on Radio Replacement Grant – Round 6 (Radios for Sheriff's Dept. and Rome Fire Department).  
Discuss and/or act on radios for jail from Excess Bond Monies. In the last two paragraphs it's indicated we have enough to make up for the cost of the jail radios based on the monies not used for the other items. The excess funds to be used are approximately \$11,242 and would not come out of the County Budget. The jail radios need to be upgraded by 2012. Motion to approve the use of excess bond monies to purchase the jail radios with the understanding there are no additional funds coming from the County budget. Motion by James/Miller. MC/UN.  
Discuss and/or act on tower cost for Parks Department – Excess Bond Monies. Motion by James/Keckeisen to approve the equipment for Castle Rock which would cost \$17,200 according to the Resolution. MC/UN.  
Discuss and/or act on Printing of Adams County Emergency Response Atlas. An employee from the County GIS office presented a draft copy of the Atlas was presented to the committee which was made by John Hintz from the WI Rapids DNR office. The request is that contract for the printing and they buy the printed books from us to speed up the printing process. The printing would take place in the County and the County would be fully reimbursed for the printing once they receive the books from us. The cost would be \$85.00 per book. If Jane has additional information on this project and where the money is coming from to pay for it, she should provide this to the Finance Committee in the meantime. Motion by James/Keckeisen to set aside until the March Meeting. MC/UN  
Discuss and/or act on ID Badges for 1<sup>st</sup> Responders (Fire Departments/Hazmat Team). This will be brought back to the March agenda to be discussed and/or acted on. Motion by James/Keckeisen to post-pone for some additional input. MC/UN  
Discuss and/or act on training/conferences, if any.  
Office Activities.

#### 14. Sheriff's Department

##### Sheriff Wollin – Attending.

Animal Shelter/Animal Control Officer Report (reports in packet). Questions were answered regarding the Animal Control officer report and the Animal Shelter budget.

Department Operations. There was a suicide attempt in the jail last month. This wasn't an incident of attention. During this incident a problem was identified in the recreation area of the jail. This inmate has been back and thanked the staff for saving his life. This is a phenomenal job on behalf of the Department. This info was on our Sheriff's Dept. website and also placed in the newspaper. The other incident was the train that hit the snowmobile. Fortunately, no one was hurt. It did cause some traffic delays. Sheriff Wollin attended the new Sheriff's conference in January. It was a great opportunity to meet and share information with other Sheriff's. We're co-hosting the winter conference of the WSDSA at Chula Vista. Next month the WI Narcotics Association conference is at Chula Vista which is a 3 day conference. We have two officers that will be attending. We are having Dept meetings this week Tuesday and Thursday from 10am-12pm in which we'll talk about the direction we would like to take in the Sheriff's Department and the opportunity to bring up any questions or concerns. Sheriff Wollin has appointed Captain Beckman as the acting Chief Deputy and has been instrumental in the transition. The filling of the existing patrol position has brought in about 100 applications. It has been brought down to 80 applications and will now go through testing. Once the testing is complete, we will then set up interviews. Sheriff Wollin is requesting someone to sit in on the interviews. Reinstatement of Norm Allen is requested. He had to resign from employment back in 2010. Sheriff Wollin is requesting permission to bring back Norm Allen for part-time employment with the Sheriff's Dept. The committee decided it was his decision and he didn't need committee approval. There are some concerns within Dispatch regarding retirements and lengthy amounts of leave. We had some part-time dispatchers on board in the past and Sheriff Wollin would like to look at getting a couple of part-time dispatchers which would offset the cost and the wear on employees.

Leasing squads: 2008 was the first year to lease squads. There are 8 squads to replace in the 2011 budget. What Sheriff Wollin has found is that the County has owned the 2008 squads for a while now. Looking at the 2008 squads they have, there are approximately 3-4 squads we could run another year. This is the last year Ford will be making the Crown Vic so in the future the SD will need to look into a different squad type vehicle for 2012. There was discussion on the leasing process with the committee on rolling squads over with low mileage.

Motion for a 10 minute recess / James/Miller. MC/UN

Meeting called back to order at 10:52 am.

In the North lot there are two big trees which are being cut down. Employee parking is temporarily moved. There were problems with limbs falling off the trees and hitting cars, etc.

On a positive note for the Department on 1/31/2010 there was a Special Olympics Basket Ball tournament in which the Sheriff's Department participated in. The employees who volunteered had a great time and was a positive thing for the Department and the community.

Approve Conference/Training if any.

The new K9, Mieka is very energetic and has been averaging one arrest a week. An insurance plan through the County has been placed on Mieka for \$13 a year. Supervisor Sebastiani has requested that if possible, Officer Orłowski and Mieka show up at a County Board meeting for everyone to meet her and give an update on some things she's doing with the Department.

##### Captain Beckman - Attending

Update on laundry room in jail. This project is complete and the item is fixed. Captain Beckman showed pictures on what was fixed and how it was fixed. We have not received the final bills yet for this project, but once they are received, we will bring the final breakdown to next months' meeting.

Jail Operations. Captain Beckman is requesting a committee tour in March for the jail.

The Jail attempted suicide. A complete de-briefing was done. The pipes in the recreational area needed to be removed and Tracy in Maintenance removed them by 10am the next morning.

Working on the Capital Improvement projects and will update as needed.

Per Supervisor James: Discuss and/or act on charges for jail facility to Rome PD. (see discussion above).

15. Becky Kirslenohr – Consolidated Food Management

Discussion/possible action. Jail Food Service Contract. Jack Albert to be present.

The issue to be commented on is the status of the last vote. There is question in an earlier vote vs. the later vote and where we are with the decision on renewing the contract. The history goes back as follows:

- a) November 10<sup>th</sup>, 2010 – Mr. Kirslenohr is a full time employee of Consolidated Food Management which Mr. Albert did not know at that time. He wrote his response to the cover sheet of the memo indicating to Les Beckman as it was being returned to him. The County could contract with CM and not have to rebid that Mr. Albert recommended on 11/18 that at least one other bid be sought for competitive purposes and the PS&J committee can approve or deny.
- b) On 12/8/2010 the initial vote indicated Captain Beckman and Chief July related Mr. Albert's thoughts back to the committee. There was a 4-1 vote to approve to accept the extension offer. The committee then directed Captain Beckman to deliver decision to Corp Counsel.
- c) 12/15/2010 the vote was to accept the extension offer contingent on any changes he may have to the contract. Mr. Albert indicated he would not recommend renewal of the contract when it is more than one year away from the expiration date. For good reason items can be brought back for subsequent vote on the same matter according to Robert's Rules. Mr. Albert referred to last vote on 12/21 and is best and valid vote on the contract. There is no vote at this point to renew the contract. The addendum to the contract doesn't change any of the objectionable terms. Mr. Albert's concern on behalf of public policy is that we would be with the same service for approximately 16 years. The discussion took place as to why it would be a good idea to seek out bids from other companies. It's all about being transparent with the public and the Jail Food Service Contract should be put out for bid. Motion to put the jail food service out for bid. Keckeisen-Aye, James-Aye, Sebastiani-Aye, Miller-Aye. MC/UN. Captain Beckman will put together a Request for Proposal which will take approximately 60-80 hours.

16. Medical Examiner – Angela Hinze – Will try to attend. Medical Examiner office department operations in general. Handed out the "Adams County Medical Examiner's Office Monthly Activity Report for January 2011". Monthly calls were uneventful. The ME vehicle is in service and gas cards ordered but have not arrived. The data entry system is instituted and working effectively. Found we had four cell phones currently being charged to the department, the fourth has now been cancelled. Not a huge savings, but was being charged \$4/mo for just the line existence. Had first of the monthly training/staff meeting. Introduced the office expectations and daily routine. The office was given a face lift with a new paint job and thorough cleaning. Waiting on the title information for the door. The door was re-keyed as she was unable to obtain all of the keys signed out prior to her start. The response policy has been distributed to the Nursing Home. In process of distributing the Hospice Policy. Have refined the bill paying process and invoice statements. These are being completed on a weekly basis. Motion to approve December's ME's financial report. James/Miller, MC/UN.

17. Approval of all vouchers and monthly expense reports. Motion by Keckeisen/Miller. MC/UN.

18. Set next meeting date. March 9, 2011 at 9:00 am in Conference Room A260.

19. Action items for next meeting.

20. Meeting adjourned at 12:12 pm. Motions by James/Keckeisen. MC/UN.