

Public Safety & Judiciary Committee
Wednesday, May 8, 2013
10:30 a.m. – Conference Room A231

MINUTES

Chairman Sebastiani called the meeting to order at 10:30 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, Bill Miller, and Terry James.

Others present: Carol Collins, Kris Steffens, Dennis McFarlin, Deb Barnes, Kathie Dye, Terry Reynolds, Janis Cada, Jane Gervais, Marilyn Rogers, Sheriff Wollin, Chief Deputy Fahrenkrug, and Roberta Sindelar.

Motion by James to approve the agenda, seconded by Miller. All in favor, motion carried unanimously.

Motion by Miller to approve the prior meeting minutes (April 17th), seconded by Eggebrecht. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Kris Steffens was present from Eyes of Hope Shelter and provided the Committee with her monthly report for April 2013. Steffens stated April was a horrible month. There were more strays compared to last month and they lost one dog. There were no questions.

Family Court Commissioner – Dennis McFarlin – Present

McFarlin explained to the Committee that the heavy caseload on the court calendar is a major problem but it is something they have no control over. In the next couple of weeks McFarlin is going to be hearing pretrial divorce hearings that are not contested in an effort to lighten the caseload for the court calendar. McFarlin will report in the fall on how things are going.

Child Support – Deb Barnes – Present

Barnes provided the Committee with the performance measures and check summary for April 2013. There were no questions. Barnes explained they have 51 more cases than they did last year at this time and this is also contributing to the court backlog. Barnes stated it is business as usual with nothing significant to report.

Clerk of Circuit Court – Kathie Dye – Present

Dye provided the Committee with the monthly expense report for April 2013. There were no questions. Dye stated that CCAP came in for two days to revamp the jury program and provide training to her staff on the changes. She is hopeful that it will be more efficient.

Register in Probate – Terry Reynolds – Present

Reynolds provided the Committee with the monthly expense report for April 2013. There were no questions. Reynolds reported that Teen Court is not going anywhere right now. She is not getting responses from those she has reached out to. Reynolds stated her office is running smoothly.

District Attorney – Janis Cada – Present

Cada provided the Committee with the monthly check summary for April 2013. There were no questions. Cada provided the Committee with an article from the Wisconsin Rapids Daily Tribune stating that Adams County is fourth in ranking for being understaffed. The Community Service report for April will be provided next month. Pela Steiner will be attending the Victim Witness Coordinator's Conference and Mark Thibodeau will be attending the Prosecutor's Conference next week.

Emergency Management – Jane Gervais – Present

Gervais provided the Committee with the monthly expense report for April 2013. There were no questions. Gervais stated the quotes to repair equipment at the Highway communication tower site from the lightening strike totaled \$32,886.00. The claims were submitted to the insurance company. The deductible is \$2,500.00 and there are no monies in the budget for this. Gervais stated she is looking at taking the \$2,500.00 deductible for the repairs to equipment at the Highway communication tower site and the \$1,061.00 for repairs to the Richfield/Coloma communications tower from the Contracted Services and/or Rents & Leases budget lines. **Motion by Eggebrecht to allow the unbudgeted expenses in the amount of \$3,561.00 to be taken out of the Contracted Services and/or Rents & Leases budget lines, seconded by Edwards. All in favor, motion carried unanimously.**

Medical Examiner – Marilyn Rogers – Present

Rogers provided the committee with the monthly activity report and check summary for April 2013. There were no questions. Interviews and hiring for the Assistant Medical Examiner positions were completed last month. The office is currently staffed by three but a fourth applicant will be training. The office is running smoothly with no issues.

The American Tissue Services Foundation (ATSF) contract for 2013 was provided to the Committee for approval. Committee was not ready to approve the ATSF contract at this time without it stating what revenue would be provided to Adams County for donations. Rogers will be meeting with another tissue service (RTI) in Madison on May 16th. The Committee would like Rogers to confirm what the fee schedules are for other tissue donation banks and return next month with her recommendations.

Sheriff's Office - Sheriff Wollin – Present

Wollin stated there was an offer made on May 3rd for the Administrative Records Officer position to Stephanie Ewell. She will be starting full-time on June 10th and will be coming in to train a little before then.

Wollin informed the Committee that the DARE car scheduled to be auctioned off this year was given to the Sheriff's Office by the Milwaukee County Sheriff's Department and could go towards the K-9 carryover account. Wollin stated that he would need to look into the additional costs for a second K-9 unit to see where they would be with funds. **Motion by James to use the monies from the sale of the DARE car for the K-9 unit, seconded by Edwards. All in favor, motion carried unanimously.**

Miller requested a copy of the old job description for the Jail Captain position to be able to compare it to the updated one. Approval of the updated job descriptions will be moved to next month as the Committee would like more time to review them.

Chief Deputy Fahrenkrug – Present

Monthly revenue and expense reports for April 2013 were provided to the committee. There were no questions at this time. Fahrenkrug reported that the animal control officer dealt with one cat in April. Hours worked in April were exactly the same as this time last year even with the seven additional dog pickups. The Committee would like a listing of where the dogs are being picked up so they are able to see where the problem areas are. Fahrenkrug stated he would look into getting this information for them in the future.

Motion by James to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. All in favor, motion carried unanimously.

Identify upcoming agenda items: Discuss contracts for tissue donation banks and Discuss and/or act on updating Sheriff's Office job descriptions.

Set next monthly meeting date as June 12th at 9:00 a.m.

Motion by Edwards to adjourn, seconded by Eggebrecht. All in favor, motion carried unanimously. Meeting adjourned at 11:57 a.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Carol A. Collins
Recording Secretary