

Public Safety & Judiciary Committee

Wednesday, March 12, 2014

9:00 a.m. – Conference Room A260

MINUTES

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

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

Others present: Carol Collins, Kris Steffens, Dennis McFarlin, Janet Leja, Kathie Dye, Judge Pollex, Ken Wagner, Terry Reynolds, Janis Cada, Jane Gervais, Marilyn Rogers, Sam Wollin, Terry Fahrenkrug, and Ray Bildings (Bug Tussel Wireless)

Motion by Edwards to approve the agenda, seconded by Eggebrecht. All in favor, motion carried. James – Excused.

Motion by Edwards to approve the prior meeting minutes (February 12, 2014), seconded by Eggebrecht. All in favor, motion carried. James – Excused.

There was no public participation. There was no correspondence.

Eyes of Hope Shelter—Kris Steffens—Present

Steffens provided the Committee with her monthly report for February 2014. Steffens discussed her report. Steffens stated February was a good month for adoptions. Steffens explained there were no unusual expenses, but quarterly payroll taxes were paid.

Family Court Commissioner – Dennis McFarlin – Present

McFarlin informed the Committee that he attended the Courthouse Security Conference last week and had lodging expenses that were not budgeted for. Chairman Sebastiani suggested McFarlin submit a voucher for reimbursement to the Administrative Coordinator/Director of Finance Office. McFarlin stated he was among eight individuals from Adams County that attended. McFarlin discussed topics from the seminar. Committee asked if anything was done with the side door access in Courtroom B and McFarlin stated there has not. McFarlin stated it is being considered with the larger security plan and indicated that it was fine to wait for now.

Child Support – Janet Leja – Present

Leja provided the Committee with the performance measures for February 2014, check summary for December 2013 & February 2014, job descriptions for the director & specialist positions, and an article from the Wisconsin Rapids Tribune. Leja discussed the performance measures and stated they are right on track. Leja discussed the job descriptions and stated they were reviewed by the Personnel Director. **Motion by Eggebrecht to approve the job descriptions, seconded by Miller. All in favor, motion carried. James – Excused.** Leja stated the LTE has been helpful and is requesting to utilize her for another 45 days. **Motion by Edwards to approve another 45 days for the LTE position, seconded by Miller. All in favor, motion carried. James – Excused.** Leja provided the Committee with information on the Call Center versus having a part-time secretary. Leja stated they are receiving more complaints with the Call Center and their window traffic has increase. Leja stated their contract is up at the end of the year, but would like to see if they are able to opt out early. Leja was instructed that she would have to come to the Committee for approval to create a new part-time secretary position in her office. Leja discussed the article from the Wisconsin Rapids Tribune regarding other child support agencies joining in on the educational teen pregnancy programs that have been successful in Adams and Polk counties. Leja stated in April they are participating in Reality Day and doing presentations at FCI.

Clerk of Circuit Court – Kathie Dye, Judge Pollex, Ken Wagner – Present

Committee was provided the resolution in opposition to the proposed lapse in state funding to the Circuit Court System and supporting documentation. Judge Pollex discussed the proposed budget reduction in funding of \$11.8 million to the Wisconsin Circuit Court System. Pollex explained that we need to be aware of the problem and let Madison know we do not support it. Pollex stated we are very early in the budget process right now, but we need to get on the record our opposition by telling Madison that we do not want the funds cut. Pollex explained that the funds being cut would cover salaries, fringe benefits and travel expense for judges; salaries, fringe benefits and travel expense for court reporters; guardian ad litem assistance; and interpreter assistance. Chairman Sebastiani suggested that all county board members sign the resolution at county board. Eggebrecht wants the resolution to state on line 32 “all other Wisconsin Counties” so that all Wisconsin counties are forwarded a copy of the signed resolution. **Motion by Edwards to approve the resolution with the changes of having all county board member signatures on the resolution and to distribute to all Wisconsin counties, seconded by Miller. All in favor, motion carried. James – Excused.** Corporation Counsel will make the changes and bring back the resolution to the April meeting.

Dye provided the Committee with her monthly expense report for February 2014. Dye needed to leave the meeting early as she had to be in court. Dye left her notes with Terry Reynolds and Reynolds read them to the Committee. Dye noted that she received the first half of her state aid in the amount of \$26,137. Dye has an upcoming court security meeting on April. Dye will be giving her annual report at County Board next month.

Register in Probate – Terry Reynolds – Present

Reynolds provided the Committee with the monthly expense report for December 2013. Reynolds explained that the increase in CHIPS actions and juvenile guardianships continue to be an issue. Reynolds expressed her concerns with confidentiality regarding emails not being encrypted. Reynolds stated she will be attending a conference next month. Reynolds does not have the funds in her budget for reimbursement for her meals and mileage so she will be absorbing those costs herself. Reynolds explained that she will be requesting to hold Student Government Day in the County Board Room as there is a two week trial scheduled in the courtroom.

District Attorney – Janis Cada – Present

Cada provided the Committee with the monthly expense reports for December 2013 & February 2014 and Community Service report for February 2014. Cada stated they are down one employee in March, but things are running smoothly in their office. Cada stated they have a two week trial scheduled for April. Cada stated there is no more water leakage in their office, but the ceiling tiles have not been replaced yet.

Emergency Management – Jane Gervais – Present

Chairman Sebastiani abstained from the discussion regarding the resolution to approve the tower space lease agreement between Adams County and Bug Tussel Wireless, LLC and excused himself from the meeting at 10:16 a.m. Supervisor Edwards was the acting chair during the Bug Tussel Wireless, LLC discussion. Gervais discussed the resolution and stated it was approved by Corporation Counsel. Gervais stated she has not heard back from the Administrative Coordinator/Director of Finance on the resolution yet. **Motion by Eggebrecht to approve the resolution to approve the tower space lease agreement between Adams County and Bug Tussel Wireless LLC, seconded by Miller. All in favor, motion carried. Sebastiani – Abstain and James – Excused.** Chairman Sebastiani returned to the meeting at 10:20 a.m. upon completion of the Bug Tussel Wireless, LLC discussion.

Gervais provided the Committee with the monthly expense reports for December 2013 & February 2014. There were no questions. Gervais stated she received notice that Emergency Management was awarded the Active Shooter Grant. Gervais updated the Committee on the propane shortage. Gervais is still receiving calls and is dealing with them as they come. Gervais stated she is now addressing problems with flooding. Gervais stated she is providing sandbags and is charging for them at this time.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the Committee with the monthly activity report for February 2014. Rogers discussed the monthly activity report. There were no questions. Rogers explained there was an infant death in February and stated it was not a public health issue after further investigation. Rogers stated she will be attending the WCMEA Spring Conference in Wausau on April 7th-9th and will not be present at the next meeting. Rogers requested the committee members return the binders she provided in November 2012 so that she can update the Policy & Procedure Handbook for the Medical Examiner's Office and provide it to the new committee members.

Motion by Edwards to take a five minute recess, seconded by Miller. All in favor, motion carried. James – Excused. Break for a five minute recess at 10:30 a.m. Chairman Sebastiani called the meeting back to order at 10:36 a.m.

Sheriff's Office – Sheriff Wollin – Present

Wollin discussed the Courthouse Security Conference that he attended and stated it was a good conference. Wollin stated he is hoping to establish a plan starting with no cost or low cost changes first and improve from there. Wollin informed the Committee about the prescription drug task force that is being formed to try to address the prescription drug abuse problem in this area as we are 7th in the state for drug abuse problems. Wollin stated there is a dinner and presentation on the drug task force on April 15th. Wollin updated the Committee on the free tourniquet training on April 20th. Instructors will be coming from Madison to train Patrol Sergeants and then the sergeants will be training the different shifts. Wollin updated the Committee on the shifting in jail staffing due to resignations and an upcoming family medical leave. Wollin explained the need for an LTE and the need to fill the current vacancies. Wollin stated he is working off the current eligibility lists. Wollin completed the Personnel Recruitment Forms and requested Chairman Sebastiani's signature. **Motion by Eggebrecht to approve the Personnel Recruitment Form requests, seconded by Edwards. All in favor, motion carried. James – Excused.**

Chief Deputy Fahrenkrug – Present

Committee was provided with the monthly expense report and the animal control report for February 2014. Fahrenkrug stated there was nothing unusual to report on the animal control report. Fahrenkrug explained the animal control officer attended trainings in February to maintain his certification.

The Committee will convene in closed session per Wis. Stats. §19.85(1)(f), for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Discuss and/or act on potential discipline of Sheriff's Office employee. **Motion by Miller to convene in closed session per Wis. Stats. §19.85(1)(f), seconded by Edwards. Voice vote: Eggebrecht-Yes, Edwards-Yes, Sebastiani-Yes, and Miller-Yes. James – Excused. All in favor, motion carried by voice vote.** Committee convened in closed session at 10:53 a.m.

The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. **Motion by Miller to reconvene in open session per Wis. Stats. §19.85 (2), seconded by Eggebrecht. Voice vote: Eggebrecht-Yes, Edwards-Yes, Sebastiani-Yes, and Miller-Yes. James – Excused. All in favor, motion carried by voice vote.** Committee reconvened in open session at 11:24 a.m.

Motion by Miller to move forward with the termination process of Deputy Stephanie Starks, seconded by Edwards. Voice vote: Eggebrecht-Yes, Edwards-Yes, Sebastiani-Yes, and Miller-Yes. James – Excused. All in favor, motion carried by voice vote.

Motion by Edwards to approve vouchers and monthly expense reports as presented, seconded by Miller. All in favor, motion carried. James – Excused.

Identify upcoming agenda items: Cell phone use ban for Adams County

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

Motion by Edwards to adjourn, seconded by Miler. All in favor, motion carried. James – Excused. Meeting adjourned at 11:27 a.m.

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

Respectfully Submitted,

Carol A. Collins
Recording Secretary