

Public Safety & Judiciary Committee

Wednesday, September 9, 2009
9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting was called at 9:00 a.m.
2. Was the meeting properly announced? Yes
3. Roll Call. James, Sebastiani, Loken, Johnson, Kotlowski. Also present, Sandra Green, Chief July, Sheriff Renner, Deb Barnes, Jane Grabarski, Dee Helmrick, Dennis McFarlin, and Terry Scheel.
4. Approve the Agenda. James/Kotlowski MC/UN.
5. Approve minutes of prior meeting. Sebastiani/Johnson MC/UN.
6. Public participation (*If requested by the Committee Chair*).
7. Correspondence. None.
8. Committee Agenda Request: Discuss information received from two medical examiners in two counties and discussion of medical examiner vs. coroner. Advantages of switching from a coroner to medical examiner. Need to decide by June 1, 2010 as this decision needs to be made before the next 4 year term starts. The trend is going to a medical examiner within counties which can be shared between other counties such as Columbia County. We learned it would not save us money but cost more, however, the advantage is more substantial information from a medical examiner than from a coroner. We would budget for a Medical Examiner position for 2012 which we would be the first year of the new Coroner's term. Angela Hinze, the Columbia County Medical Examiner would be the contact regarding this. Chief July volunteered to contact Ms. Hinze to see if she would attend our next PS&J meeting in October for a presentation.
9. Coroner – Terry Scheel. Coroner had 13 deaths last month. No upcoming training. The 2010 budget is complete. It is identical to the 2009 budget. Budget was presented to the committee. Motion to approve the Coroner's budget Loken/Kotlowski. MC/UN.
10. Family Court Commissioner – Dennis McFarlin. Summary of expenses and revenues. Perfectly on budget for this time of year. Nothing more to report.
11. Child Support – Deb Barnes
 - Review Performance Measures for August 2009. Placed in mailbox. No questions. Case initiation is opening more cases than they are closing. Numbers are not going down at all. Expects the trend to continue for a while.
 - Review Check Summary. Reviewed.
 - Review/Discuss/Approve CSA 2010 Budget if necessary. Nothing to discuss.
 - Discuss/Approve Attendance for 2009 WCSEA Fall Conference. Attending with Janet and Tory. Talked about the topics that will be discussed at the meeting. Angela the secretary will cover the office while they are gone and they will check in with the office a couple of times per day. Expenses are covered in budget. There will be many very important discussions taking place at the conference this is why it is so important all of them attend.
 - Discuss CCR Team Walk-A-Mile Event. Coordinated Committee Response Team (CCR). This event is involved in assisting people in the community accessing the resources they need. Last year the walk-a-mile event raised awareness. The homecoming parade is Friday, October 9th. They will purchase the shoes (bright red high heels) and T-shirts as well. Ten gentlemen have agreed to do this so far and three are new this year. Had an excellent perception last year. This group is an extension to make the community more aware if what is available. Hopefully designate a safe place within the community at some time in the near future.
 - Discuss Office Activities. Business as usual.

12. Clerk of Circuit Court – Dee Helmrick

- Summary Report of Expense Vouchers submitted for payment. No discussion.
- Approve conference/training, if any. Fall Conference in October for 2.5 days held in Sheboygan. She is registered for this and is in the budget.
- Discuss General Operations of Department. Video conferencing is up and running smoothly. There is a small sound issue with the local jail. When installers return they will adjust this. If court reporter is absent, they can still go without a court reporter if absolutely needed (emergency purposes) using a recordable CD.
- Community Service Coordinator's Monthly report. Business as usual. Nothing to report. If there are questions by this committee please let Dee know in advance so the representative can answer them directly so there is no misunderstanding.
- Proposed 2010 budget changes. There are some small changes to the budget previously submitted. Also changed the revenue line regarding State Aid Circuit Court (+\$500). Increased the expense of Law Library by (+\$250) for books, pamphlets and updates the court will need. The online law library is accessible to anyone and needs a password to get in. Adjustments by insurance, additional monies by revenue and minor increase in expenses she is asking less today than the original budget submitted one month ago.
- Courtroom adjustments. Video conferencing being placed with additional equipment. The Clerk's bench is reduced a lot. She asked someone from Dean's Cabinets for an estimate on a reconstruction to make it larger. She'd like to use monies (if any) left from the Video Conferencing equipment budget. She invites to anyone to come and take a look to make recommendations. This does not need to go to Property Committee.

13. Register in Probate – Terry Reynolds Warner – Absent.

14. District Attorney – Janis Cada – Absent.

- Monthly expenditures report

15. Emergency Management – Jane Grabarski.

- Communication System Upgrade – Report(s) on the project by person(s) who have information on the project and the committee will recognize for input. Review and authorize change orders. Discuss and take action as needed to facilitate project operations. Report is in the committee packet. Right now it is very quiet. Ongoing situation is the Jackson US Cellular tower. The shelter has been ordered. Waiting to be completed by year end. Leasing of space for our towers will have to be discussed with Communications Services to see if there is a capability for that. That would be a great way to bring in some additional revenues.
- Countywide Level B Hazmat Team – Report on Juneau County Hazmat contracted service implementation, Discuss and take action as needed. Met with Corp Counsel last Friday. A letter went out to Juneau County Corp Counsel. Sent an agreement and waiting for a response which is due Friday, September 11th. Need a contract signed by deadline of September 30th in order to be able to use the \$10,000 grant. They have up to 11 from Adams County who applied to be on the team.
- ARES/RACES (amateur radio use) tower on Friendship Mound report. They went before the board of adjustment as they had not followed all the steps. Will be on the airport agenda to get a written response to get approval to be on the Friendship Mound. The Friendship mound tower site was determined to not be a hazard to aeronautical traffic by FAA.
- Grant status reports.
 - a. Community Development Block Grant-Emergency Assistance Program (CDBG-EAP) for 2008 flooding repairs. Summary of the project was given to the committee. The project is going well with a few large projects included. A lot of them are foundation issues relating to the flooding last year. These individuals have been helped greatly by this grant.
 - b. All Hazard Mitigation Plan payment. This was approved by the County Board at July's meeting. We've received \$20,000 in payment as reimbursement for what they have paid to North Central Regional. One more payment is due. This was a \$40,000 total package. No additional monies coming out. This is currently at City and Village for Resolutions.

c. 2010 Program of Work grant. The completed 2010 POW form was shared with committee. This was a negotiated item with Wisconsin Emergency Management. She talked about what work will be done in first and second half of year. When complete, she submits supporting paperwork to them. They will then pay ½ of grant. Total grant is \$28,284.

- Office Activity
 - a. Response trailers – storage status report. The variance has been requested of Village of Friendship to put up a building by the highway garage. Talked to ACEC to see if they have space. They do not. Will be meeting with the Command Staff at the Sheriff's Department on Friday to go through the trailers and obtain training.
 - b. Tactical Interoperable Communications Plan – pilot project. Has been selected as one of four counties in the state on communications. Normal portable radios – mark repeaters. Develop a prewritten plan to respond to a situation to know which channel to immediately turn to. This will be an excellent free service. October 15th and 16th is the training.
- 16. Approve conferences/training, if any. None. She has a vacation planned for November 30th through December 8th, 2009.
- 17. Vouchers/Purchase orders, review of August. Submitted.

18. Sheriff's Department – Sheriff Renner and Chief July

Sheriff Renner – Communications

The Sheriff worked the White Creek Lions Picnic. Attended many events this summer. The Sheriff had opportunity to be approached by the citizens. Had many compliments on the direction we are going. What is getting into the media is good and the public has a lot of information on what we are accomplishing in the department.

Ed Baron Retirement: Sheriff received a letter of resignation from Ed Baron. Sheriff read the letter as submitted. Ed Baron was presented with a plaque for 18 years of service with Adams County Sheriff's Department. The local paper also did an interview with Ed on his employment.

- Animal Shelter/Animal Control Officer Report. Submitted.
- Approve Conference/Training. Submitted.

Chief July

- Televisions for the Jail Pods. Discussion and action. One television on its way out. We will need to replace these TV's with flat screen televisions. Watching TV is the only activity inmates have outside of eating and sleeping. Asking to be allowed to go in the direction of Flat Screens. Easier to mount and take up less space. Motion to approve purchase of new televisions in the jail as needed. James/Kotlowski. MC/UN.
- Flooding issues in Jail laundry. Discussion and action. Because of an overload of detergent, the drain trap is faulty and will need to be replaced. This is caused only when washing the mop heads. A suggestion was mentioned to send the mop heads out to be cleaned and was decided this was not feasible. Other suggestions were mentioned as well. Chief July will bring this back to Captain Beckman to discuss at length the problems and issues and how they can be resolved without installing new drains. Is there a manual detergent feed on these that can be turned off? Sheriff and Chief will look into this. They will also talk to ECOLAB regarding this. Possibly bring in Tracy from Maintenance and Captain Beckman. This will be revisited at a later date.
- Jail Cameras - Discussion. These are also failing on a regular basis along with the monitoring boards. The age of the cameras and because they are in operation 24 hours a day. This will be a reoccurring cost.
- Swanson Contract. Discussion and action. Contract is negotiated. Reduced the term of the contract from a five year to a three year and will not renew without the approval of the Sheriff's Department. The contract awaiting signature will include two Kiosks. Will be able to place Commissary orders along with many other things. Motion to approve pending approval of Corp Counsel the Swanson Contract be put in place. Loken/James. MC/UN.

- Law Library. Inmate access for viewing materials. This will cost about \$8,000. This will most likely come out of Jail Assessment or Commissary. Further discussion was held on if there will be enough money in Commissary and Jail Assessment to cover all of these above expenses.
- Update on Humane Officer positions. Discussion.
- Ed Barons Resignation. The two new humane officers Dale Behling and Paul Kahr are out there working on their own right now. The Sheriff has had lengthy conversations with them and they are to work in the capacity they can. When they return from their schooling which is scheduled for 10/20/09, they will work a normal schedule of two weeks on and two weeks off.
- Update on the Jail Shower Project. This will be taking place in December. This will come out of Commissary and/or Jail Assessment Funds.
- Update on HPL (Health Professionals Ltd.) contract. In the process of negotiating a new contract. This is in Jack's office for approval.
- Summary Report of Expense Vouchers submitted for payment. Submitted and discussed.
- Jail Inspection Report. Discussion. Question on why inmates were located in other places. Facilities could mean mental health facility, hospital or other jail. Also education from MSTC was questioned. Overall, this year's jail inspection was an improvement over last year. Several questions by Sebastiani asked and answered by Chief July and Sheriff Renner.
- 2010 Vehicle Purchases. Discussion. Chief July talked with Chris Murphy. Let him know about the trucks and as soon as we can make that happen we will. This is the transfer of the vehicle purchase from the Sheriff's Department to Land and Water.
- Committee called for a five minute break. Return to open session at 11:25 a.m.

19. At 11:27 a.m., the Committee convened in closed session per § 19.85(1) (e) and (1)(g), Wis. Stats., for 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.

Roll call vote: Sebastiani-Yes. Loken-Yes. James-Yes. Kotlowski-Yes. Johnson-Yes. MC/UN.

1. Employee Furloughs

18. At 12:00 pm, the Committee reconvened in open session per § 19.85(2), Wis. Stat., to consider and vote on appropriate matters. Loken/James. MC/UN

19. Approval by Kotlowski/Loken MC/UN to approve purchase order/voucher reports. All approved.

20. Set next meeting date. **Next meeting is October 14th, 2009 at 9:00 a.m.**

21. Action items for next meeting. Chief July will obtain more information from Captain Beckman regarding the washing machines in Jail.

22. Adjournment at 12:03 p.m. Johnson/Kotlowski. MC/UN.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee.

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
 Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter/Beckman