

Public Safety & Judiciary CommitteeWednesday, May 13, 20159:00 a.m. – Conference Room A260**MINUTES**

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

Committee members present: Robert Eggebrecht, Marge Edwards, Jack Allen, and Robert Grabarski – Jerry Kotlowski was excused.

Others present: Carol Collins, Dennis McFarlin, Janet Leja, Kathie Dye, Jane Gervais, Marilyn Rogers, Sam Wollin, Becky Kirslenlohr, and Gervase Thompson – Juneau County Emergency Management Director

Motion by Edwards to approve the agenda, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.

Motion by Grabarski to approve the April 8, 2015 meeting minutes, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.

There was no public participation. There was no correspondence.

District Attorney – Tania Bonnett and/or Jonathan Barnett – Not Present

The District Attorney's Office was not scheduled to attend the meeting. Committee was provided with the financial report for April and the community services reports for March & April. There were no questions.

Eyes of Hope Shelter—Kris Steffens—Not Present

The Eyes of Hope Shelter was not scheduled to attend the meeting. There was no written report for April to review.

Family Court Commissioner – Dennis McFarlin – Present

Committee was provided with a written report for April. McFarlin stated things are running smoothly. Discussion was held regarding helping those citizens within the community that are not able to read and write with paperwork for court. McFarlin advocated for getting someone on board to help those citizens. Committee questioned whether Health & Human Services already had someone on staff that could help and McFarlin stated he would follow up on that.

Child Support – Janet Leja – Present

Committee was provided with the performance measures and financial reports for April. Leja discussed the performance measures and financial reports. There were no questions. Leja stated they are done with the presentations for the Pregnancy Prevention Program for this year and that other counties are going to be trying the program also. Leja informed the committee of two bulletin boards that are now outside their office to provide information to the public. Leja stated that she was asked to be on the board of directors for the Wisconsin Child Support Enforcement Association (WCSEA). This would require Leja to attend three meetings a year. **Motion by Grabarski to approve Leja's nomination to the WCSEA Board of Directors, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.** Leja discussed the National Child Support Enforcement Association (NCSEA) Leadership Symposium and stated it is being held in Milwaukee this year. Leja explained the \$545.00 registration fee and \$100.00 membership fee will be paid for by scholarships that were awarded for Leja and the employees in her office. The only costs for her department will be the mileage and hotel stay. Leja explained that there would be coverage in the office by the part-time secretary in their absence. **Motion by Edwards to approve their attendance to the NCSEA Leadership Symposium, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.** Discussion was held regarding office space issues and Leja stated she is working on her five-year plan to address some of those concerns. Leja stated purifiers were purchased to help relieve allergy symptoms an employee is having in the office at this time. Committee recommended Leja discuss the matter with the Property Committee to make them aware of her concerns.

Clerk of Circuit Court – Kathie Dye – Present

Committee was provided with the financial report for April. Dye stated there was nothing unusual to report. There were no questions. Dye informed the committee of upcoming trainings for her staff. Dye discussed some changes that will take place with the new judge. Dye explained they will be going paperless with the new judge's term which will free up storage space. Committee questioned the issue with security going paperless. Dye stated their system is run by the State and would be the State's responsibility.

Register in Probate – Terry Reynolds – Not Present

Reynolds was not able to attend the meeting today and there was no written report for April to review.

Emergency Management – Jane Gervais – Present

Committee was provided with the financial reports for March and April. Gervais discussed the reports and answered the committee's questions. The Juneau County Emergency Management Director, Gervase Thompson, was present to discuss the Juneau County hazmat team. Thompson discussed the hazmat team and what is required by statute. There are currently five members from Adams County on the team and Thompson stated they are actively recruiting to get additional membership. Adams County is required to have five Technicians as members on the team. There are 13 to 15 members to date. Thompson stated that keeping those interested and keeping up with training is difficult. It used to be 40 hours of training, but now 80 hours of training is required. Competency tests and physicals are done on Technicians that are members of the team. Thompson explained that all the hazmat equipment is housed in Juneau County and discussed how Adams County contributes to purchasing equipment with a HazMat Computer & Equipment Grant. If Adams County dissolves the contract the equipment stays in Juneau County and if Juneau County dissolves the contract then Adams County would receive what they purchased with their grant funds per the contract. When asked by the committee, Thompson stated that Adams County is holding up their end of the contract.

Medical Examiner – Marilyn Rogers – Present

Committee was provided with a written report and financial report for April. Rogers discussed her monthly report and there were no questions. Rogers stated the chaplain training on 4/13/15 was well received. Rogers explained the fees that she would like to establish for the Medical Examiner's Office and stated these fees can be set by the County by statute. Rogers did compare fees from several counties and stated they are varied across the board. Rogers provided the committee with fees that she felt was fair. Committee recommended she meet with Corporation Counsel to see how to follow through on the fees.

Sheriff's Office – Sheriff Wollin – Present

Committee was provided with the monthly financial report for April and Animal Control reports for March & April. Wollin informed the committee that it was National Police Week and asked employees to wear their Michael Shannon lapel pin in remembrance of Deputy Michael Shannon. Wollin stated the Honor Guard is doing more community events and had representation at the state level. Wollin discussed the recent incident regarding the injured deputy. Committee was informed of the upcoming Coffee with a Cop and a drug take back event on 5/16/15. Wollin updated the committee on the training at FCI recently and stated that partnering with FCI is working well. Wollin informed the committee that the Sheriff's Office will be auctioning off some vehicles that were seized. It was explained that a percentage of the funds from the vehicle auction will go back to the State and a percentage will stay with Adams County. Miscellaneous items seized during crimes will also be auctioned off and Wollin would like those funds to go back into the K-9 and/or Community Policing Programs as they have in the past. Committee recommended it be put on the agenda next month for approval. Discussion was held regarding the food services contract in the jail and the potential for future savings with a new vendor. Committee recommended Wollin speak with Corporation Counsel regarding the language in the current contract and report back to the committee next month. Wollin informed the committee that he was contacted by the Aging Department to see if there were any vehicles at the Sheriff's Office that could be exchanged with theirs. Wollin explained that there are two vehicles going to be sold that could be exchanged. Committee had no objection with the exchange and having the Sheriff's Office sell the two cars from the Aging Department.

Motion by Edwards to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. Motion carried by unanimous vote. Kotlowski – Excused.

Identify upcoming agenda items: Sheriff's Office – Discuss funds received from auction items and discuss food services contract.

Set next monthly meeting date as June 10, 2015 at 9:00 a.m.

Motion by Grabarski to adjourn, seconded by Edwards. Motion carried by unanimous vote. Kotlowski – Excused.
Meeting adjourned at 11:29 a.m.

These minutes have been approved by Public Safety & Judiciary Committee on June 10, 2015.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'R. Grabarski', written in a cursive style.

Robert Grabarski
Secretary