

PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - November 7, 2007

DATE: November 7, 2007 TIME: 9:00 a.m. PLACE: A231
Adams County Courthouse 400 Main Street Friendship, WI 53934

MEMBERS PRESENT: Harry Davis, Florence Johnson, Cynthia Loken, Jerry Kotlowski

EXCUSED ABSENT: John West

OTHERS PRESENT: Chief Deputy July, Dennis McFarlin, Nick Segina, Deb Barnes, Dee Helmrick, Jane Grabarski, Shirli Suchomel

1. Call to Order – At 9:00 a.m. Vice Chair Johnson called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Johnson, Loken, Kotlowski, Davis present. Excused absent: John West.
4. Approve the Agenda – **MOTION** by Kotlowski/Davis to approve the November 7, 2007, meeting agenda. MC/Unan.
5. Approve minutes of the October 10, 2007, meeting – **MOTION** by Loken/Kotlowski to approve the minutes from October 10, 2007, Public Safety & Judiciary Committee meeting. MC/Unan.

Johnson deviated the agenda to Emergency Management with no objection from Committee.

Emergency Management – Jane Grabarski distributed copies of the resolution transferring \$5,000 from General Fund to Emergency Management to cover the re-bid of the communication system project. New bidders will be involved and all bidders will be touring the sites prior to submitting bids. When new bids are received they will be opened at Public Safety & Judiciary Committee and then passed along with their recommendations to County Board. **MOTION** by Kotlowski/Davis to approve the resolution for transfer of \$5,000 to Emergency Management for the communication system re-bidding. MC/Unan. Grabarski explained status on Hazard Mitigation Planning Grant, Emergency Management Planning Grant, Emergency Planning and Community Right to Know grant, Hazard Mitigation Planning Grant, and Emergency Operations Plan. She had previously been enrolled in a Food/Agricultural Terrorism seminar that was canceled, and has now been accepted into an All-Hazard seminar in February with the only expenses being meals and mileage to the airport. Committee signed this request as money was budgeted for this. Grabarski has met with school district personnel and reported good progress in safety measures in the classroom, to include a flip-book with emergency instructions in each classroom and better attendance tracking. The Mobile Command Post has been fitted with a safer towing hitch and is now in storage. She has a meeting today with the Regional Director from Madison who will give her criteria for what needs to be accomplished to remain grant-compliant. Committee signed Emergency Management vouchers.

Coroner's Report- Nick Segina distributed Coroner's vouchers and report with pages of coroner instructions. Loken mentioned that Committee has not yet approved implementation of a Coroner Policy Manual; it had been directed to Corp Counsel and has not been reviewed as yet. Committee signed Coroner's vouchers.

Family Court Commissioner – Dennis McFarlin explained the benefits of continuing education in the County for both employees and County Board members, explaining a communications situation in the case of visiting dignitaries. He emphasized that planning ahead necessitates continuing education.

Child Support – Deb Barnes submitted Child Support vouchers. Three of the CVA staff went to the Fall Conference. The County Board approved her one-time carryover account to receive \$5,109 in 2007 to be carried into 2008 for expenses. Three training seminars for her new secretary are upcoming; the

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money has been budgeted. Information only, no action necessary. Barnes has received the new requirements for 2008 Performance Measures. Her September fiscal year-end figures will be the baseline, which she is to maintain without change to qualify for 100% funding matches.

MOTION by Davis/Kotlowski to approve the Coroner's vouchers. MC/Unan.

Clerk of Circuit Court – Dee Helmrick submitted Clerk of Court vouchers and District Attorney's vouchers. Her Law Library is still over budget, explaining that the company they ordered updates from decided to update in the form of completely new books, without warning to the customers. All positions are now filled in her office, one of which is now in arbitration. Collections Clerk Amanda Young is in training. There was no Community Service report, pending data from necessary sources. Helmrick stated she would get this to Committee as soon as it was compiled and printed. The Community Service Coordinator is settling in and making contacts with job sites, and reaching out to businesses.

Register in Probate – not present; no vouchers. Helmrick reported that money was allocated for Teleconferencing, but no plan is yet in place. The County is looking into implementing Teleconferencing and she suggested that someone needs to spearhead this project to make it move forward.

District Attorney – Not present, vouchers submitted.

MOTION by Davis/Loken to approve Child Support vouchers. MC/Unan

Sheriff's Department – Chief Deputy July presented a letter of thanks and copies of checks from a citizen to the Animal Control program. He reported being called to the prison in Oxford Monday due to the sentence of former Illinois Governor Ryan to the correctional facility, and the media gathering from Chicago to get photos and footage. Arrival was noon today, and the event becomes open record.

Clerk of Court Helmrick arrived with the Community Service Coordinator's report, which she gave to Committee.

Chief reported the resignation of Jail Officer Rey Surillo who will be a police officer for a town near Madison. The next name on the Jail Officer Eligibility list will be contacted by letter this week. Advertising for Road Officer is finished and November 16, 2007, is the closing date for application. Physical agility testing will be implemented on this and all future hires. Corporation Counsel approved this testing. An insurance grievance was received from Local 355, the Road Officers' union, stating the County violated by adopting the new insurance. This grievance was forwarded to Corp Counsel. Local 414 of the Sheriff's Department has not yet returned their signed contract; raises cannot be implemented until this contract is signed and submitted. A consortium was formed with surrounding counties for Federal grant money under Homeland Security for Radio Interoperability. The State of Wisconsin is responsible for disseminating this money, and the State has decided to keep it all without funding local operations. A letter-writing campaign is underway asking Federal opinion on this move. The State would be setting precedent for future funding, to cut local funding out of Federal grant awards.

Chief Deputy July had a CAD calls report in the Committee packet and he explained the numbers. He reported that a suspect was in custody regarding recent burglaries, and he would do a press release when the case was wrapped up. A local radio station asked the Sheriff's Department to do an interview at the grocery store, and Sheriff Renner asked Chief Deputy July to do this interview. Chief explained the

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School Liaison Officer's report packet and stated the school will be getting more involved in the funding of this officer. In answer to Vice Chair Johnson's question, Chief explained that when employees leave the department their equipment stays here, including uniforms. He stated that ballistic vests were grant-funded at 50% of cost. Open proposals for Road Officer's union 355 negotiations for 2008's contract will be on November 27, 2007; no word yet from union 414 which is Jail, Dispatch, and Administration.

In answer to Supervisor Kotlowski's question, Chief Deputy July stated that leasing squad cars can be done through any Ford dealer; it is a Ford Corporate program that pays local dealers to implement it. We must send our specifications, and Ford will submit the bid. Department truck bids should be opened to local dealers, since they do not have the same specifications as squad cars.

Budget revisions for funds transfers were explained in detail. Chief reported that in 2008 he will have view-only access to Skyward to see where the budget is at all times, and bills will be done weekly starting in 2008. **MOTION** by Loken/Kotlowski to approve the funds transfer as presented to Committee and forward them to Finance Committee. Discussion and explanations followed. MC/Unan

Chief July reported the first check under the 911 grant was received in the amount of over \$46,000. Six more checks in that amount will be coming.

The next regular meeting was set for Wednesday, December 12, 2007, in A260 at 9:00 a.m. Harry Davis requested to be excused for the next three months.

MOTION by Davis/Loken to approve vouchers for the District Attorney and Clerk of Court. MC/Unan.

MOTION by Davis/Kotlowski to approve Sheriff Department vouchers. MC/Unan.

No new items for the December agenda.

MOTION to adjourn by Loken/Kotlowski. MC/Unan. Meeting adjourned at 11:00 a.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary
These minutes are not yet approved by Public Safety & Judiciary Committee (11/07 /07)