

Public Safety & Judiciary Committee

Wednesday, October 13, 2010

9:00 a.m. – Conference Room A260

MINUTES

1. Call the Meeting to Order. Meeting was called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call: Al Sebastiani, Beverly Ward, Terry James, Joanne Sumpter, Mike Keckeisen, Darrell Renner, David July, Sandra Green, Deb Barnes, Angela Hinze, Chief Medical Examiner, Marilyn Rogers, Deputy Medical Examiner, Janis Cada, and Jane Gervais,
4. Approve the Agenda. **Motion by Sumpter/James, MC/UN**
5. Approve minutes of prior meeting. **Motion by Ward/James to approve minutes of September 8, 2010 by MC/UN.**
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.

8. Coroner - Not Present
Review of Vouchers and Monthly Expense Reports.

9. Family Court Commissioner – Dennis McFarlin – Not Present
Review of Vouchers and Monthly Expense Reports.

10. Child Support – Deb Barnes
Review of Vouchers and Monthly Expense Reports.
Review Performance Measures for September, 2010. Discussed. Transit Bus elimination was also discussed. Deb shared her ideas regarding this issue. She would like to see a collaborative effort to come up with some alternatives for transportation for those people who may not have their own transportation for employment purposes. She would also like to see job creation made a priority.
Review Check Summary. Reviewed. Attorney Wood and Deb Barnes returned to the meeting to justify the payment of his attendance at the Annual Conference.
Discuss Office Activities. Presenting at the Annual Conference.

11. Clerk of Circuit Court – Dee Helmrick. Not Present
Review of Vouchers and Monthly Expense Reports.
Approve conference/training, if any (currently attending Fall Conference)
Discuss General Operations of Department
Community Service Coordinator's Monthly report

12. Register in Probate – Terry Reynolds Warner
Review of Vouchers and Monthly Expense Reports. The Department has met their goals of Revenue for Probate and Jail Reimbursement. Additional discussion was held regarding various payments to vendors.

13. District Attorney – Janis Cada
Review of Vouchers and Monthly Expense Reports. Reviewed.

14. Emergency Management – Jane Gervais

Review of Vouchers and Monthly Expense Reports. Reviewed.

Juneau/Adams County Hazmat Team Update. Two people were not eligible. The only other option is they may be able to change the contract from seven to four people. This will be discussed more at a later date. The Mass Casualty and Mobile Command Trailers were taken out to Rome for their open house on Saturday, Oct. 9, 2010, and were picked up on Sunday. There was a noise in the wheels of the Mobile Command Trailer so it was taken to GMJ and they indicated it may be the wheel bearings. She wanted to run it by the committee for their approval before they work on it. GMJ quoted approximately \$172.00. Motion by Sumpter/James to have the EM vehicle wheels taken care of, which may be either packing or complete replacement of wheel bearings. Chief July thought the approximate cost could be up to \$500 or more, depending on what is wrong with it. Jane was scheduled to take nine days of vacation, but due to the flooding event she was unable to. Chief July was out on medical leave, so he would not have been able to relieve her. Jane will be trying to take vacation in the near future. Office Activities. Flooding event was briefly discussed. Discussion was held regarding a budget adjustment.

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

Sheriff Renner – Communications

Animal Shelter/Animal Control Officer Report (reports in packet).

Department Operations. The Department's K9 Kyra was put to sleep on 10/12/2010 at 10:10 am. The Resolution for the purchase and training for a new K9 was passed last night at County Board. The Fundraiser at Hillside made \$279.91 and with donations so far we have received approximately \$400. The south side of the County wants to run a Marathon and the Sheriff was consulted by "Adrenaline Sports Management" regarding traffic control many months ago however recent communication is lacking. This event is to be held 10/24/2010. Sheriff Renner feels he does not have enough time for planning this event with Adrenaline Sports properly. An e-mail was sent from Chief Deputy to the person in charge of this event on 10/12/2010 and there has yet been no response. **Motion by James/Sumpter that Corp Counsel, Jack Albert, the Public Safety & Judiciary Committee and Sheriff of Adams County have all agreed that an additional e-mail be sent today (10/13/2010) to Adrenaline Sports Management from Chief Deputy, David July indicating if we do not hear from this organization within 24 hours, they will consider shutting down the event. MC/UN.** In addition, Jack Albert, Corp Counsel is requesting he be copied on this e-mail. Mr. Albert also noted that he is concerned regarding the liability of this event There are many questions that need to be answered such as how many participants and how many people are attached to this such as spectators and type of crowd and traffic, etc.

Simulation Training was held and the feedback was this was some of the best training that was held.

The training took place at the Adams Police Department's range.

Approve Conference/Training if any. None.

Motion by James/Sebastiani to have a Resolution presented to Craig Orlowski for Kyra the Department K9 who was put to sleep on 10/12/2010 for her years of service to the Department. MC/UN.

Discussion regarding a conflict of interest. This is in regard to Supervisor Keckeisen. Discussion was held regarding this and Sheriff Renner wants it on record that Supervisor Keckeisen being on this committee could potentially be a conflict of interest. Jack Albert, Corp Counsel was asked to enter the meeting to explain what he expressed to Supervisor Keckeisen and Sheriff Renner as being a "conflict of interest". Jack Albert has indicated there is a *potential* for a "conflict of interest". Sheriff Renner has concerns about the upcoming union contract negotiations and what issues are being said that are not being brought to Sheriff Renner. This is set aside for now.

Supervisor Sumpter would like to talk with Sheriff Renner at a later time regarding a letter from Jessica Macialek. Supervisor James provides Sheriff Renner with a copy of the letter which he had already reviewed and believed the matter had been addressed.

Chief July

Review of Vouchers and Monthly Expense Reports. Reviewed.

Captain Les Beckman

Review of the 2010 Jail Inspection. During the inspection they go over 132 Statues and Sub-Statues the Jail has to meet. There were no infractions. Less than 15% in jails in Wisconsin can claim that so this is good for the Adams County Jail. Law Library has been purchased in the 2010 budget and should be receiving this equipment soon and will be installed. The annual Law Library software upgrades however, will continue to come out of each budget. Security issues and staffing levels were discussed as well. Chief July explained the inquiry regarding staffing levels on what is mandated compared to what is recommended.

Motion by James/Sebastiani for a 10 minute recess at 11:13. MC/UN

Joanne Sumpter excused at 11:15.

Meeting called back to order at 11:24.

16. Adams County Humane Society. Requested by Linda Mohns to be placed on the agenda for discussion only by the committee – Not Present

Review Animal Control Ordinance

Review Barron County Ordinance Sample

Review Local Municipal Government Letter Sample

Review Ordinance sample to amend the issuance of dog licenses

Review Resolution sample for Animal and Rabies Control

Review Animal Control Ordinance and Permit Fee Schedule Sample

17. Medical Examiner – Angela Hinze

Review of Vouchers and Monthly Expense Reports if applicable. None to review.

Department operations/updates. Will be standardizing the Adams County letterhead with the Medical Examiner documents. The Policy & Procedure Manual will also be given to the committee to review.

This will need to be signed by Corp. Counsel along with other Department signatures as well. She will be meeting with MIS as well as Human Resources, the DA's office and Law Enforcement. When the budget is approved she will get the computer station set up and hope to know by January 2011 who the employees will be. Supervisor James conferred with Ms. Hinze on how the interviews will take place. Approve Conference/Training if any. None.

Review/discuss/act on Personnel Recruitment forms for Chief Deputy and Deputy Medical Examiner.

Motion by Ward/Keckeisen to approve the job descriptions as presented. MC/UN

Review/discuss/act on "Understanding of Responsibilities between American Tissue Services Foundation, LTD. and Adams County Medical Examiner's Office". This is a non-exclusive agreement to make referrals outside of the hospital and is there for the committee to review.

Supervisor Ward excused at 11:50 am.

18. Approval of all vouchers and monthly expense reports. **Motion by Keckeisen/James, MC/UN.**

19. Set next meeting date. Next meeting scheduled for November 10th, 2010 at 9:00 am in Conference Room A260.

20. Action items for next meeting. None.

21. **Motion by Keckeisen/James to adjourn at 11:55 am.**

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 / James / Keckeisen / Sumpter / Ward / Renner / July / Beckman / McFarlin / Cada / Scheel/ Gervais / Helmrick / Warner / Barnes / County Clerk Dept / McGhee / Green / Hinze / Kirslenlohr

