

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - March 14, 2007**

DATE: March 14, 2007 TIME: 9:00 a.m. PLACE: A231
Adams County Courthouse 400 Main Street Friendship, WI 53934

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

OTHERS PRESENT: Sheriff Renner, Chief July, Captain Beckman, Corporation Counsel Kneiss, Dennis McFarlin, Nick Segina, Deb Barnes, Jane Grabarski, Jodi Malin, Shirli Suchomel, Charlie Hoogesteger, Sam Wollin, Scott Goldberg, Liz Hendricksen, Roberta Sindelar

1. Call to Order – At 9:02 a.m. Chair West called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Johnson, West, Loken, Kotlowski, Davis present.
4. Approve the Agenda – **MOTION** by Johnson/Kotlowski to approve the agenda for the March 14, 2007, meeting. MC/Unan.
5. Approve minutes of January 10, 2007, January 16, 2007, and February 14, 2007, meetings – **MOTION** by Loken/Davis to approve the minutes from 1/10/07, 1/16/07, and 2/14/07 Public Safety & Judiciary Committee meetings. MC/Unan.

Coroner's Report- Coroner not present. Nick Segina gave the report and submitted vouchers. He stated there is procedure established with the Sheriff's Department for disposal of medications. He reported 19 deaths and two autopsies in February.

Family Court Commissioner – Dennis McFarlin submitted a voucher to attend the Wisconsin Court Commissioner seminar in May.

Discussion of the Coroner's mileage claims on the voucher resulted in denial of coroner's mileage. **MOTION** by Loken/Kotlowski to approve Coroner's voucher as corrected and forward to Finance Committee. MC/Unan. **MOTION** by Johnson/Davis to approve the Family Court Commissioner's voucher to attend the May conference, and sent it to Finance Committee. MC/Unan.

Child Support –

1. At 9:20 a.m. Deb Barnes distributed her Performance Measures February report and a resolution for discussion later in the meeting.
- 3 a. Barnes deviated from her agenda to discuss a Cooperative Agreement for Attorney Goerke to fill in for Atty Dan Wood and Corp Counsel Kneiss when they are not available. Deb had a six-month agreement ready for Committee review. **MOTION** by Loken/Davis at 9:27 a.m. to approve the Standard Cooperative Agreement with Atty. Goerke from January 1, 2007, through June 30, 2007. MC/Unan.
2. Conferences/training: Spring Conference Director Dialog in Stevens Point will be held April 19-20. The funds are in the Child Support budget. **MOTION** by Johnson/Loken to approve Deb Barnes attending the Spring Conference. MC/Unan.
3. Office activities: The vacant position in Child Support was offered and accepted by an existing County employee who might opt into another position when it becomes available. She will serve 30 days at minimum. A bill to repeal a former decision not to match performance funding was introduced by Herb Kohl in the Senate.
4. Payment of February 2007 bills: Vouchers for Child Support were signed.

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Clerk of Circuit Court –

1. Clerk of Court handed out vouchers and a Community Service Report.

5 & 7. Liz Hendrickson distributed a personnel recruitment form with new and old job descriptions for a full-time vacancy as Community Service Project Coordinator. **MOTION** by Loken/Johnson to approve the proposed job description. MC/Unan. **MOTION** by Davis/Kotlowski to post the new job description approved above. MC/Unan. Both documents were signed by Committee.

3. No conferences.

4. Discuss General Operations of Department – The vacant position in Helmrick’s department dealt with collections. She reported success in use of a collections agency that, at a cut of 25%, delivered approximately \$11,000 through collections and approximately \$8,000 in tax intercepts. Helmrick also explained an on-line jury questionnaire that should save some postage.

MOTION at 9:48 a.m. by Davis/Loken to accept Child Support vouchers and send them to Finance Committee. MC/Unan.

Register in Probate – not present.

District Attorney- not present.

Emergency Government –

1. At 9:50 a.m. Jane Grabarski gave Committee her resolution to the County Board for funding to construct radio towers and upgrade dispatch. Committee advised Grabarski on wording for the fiscal note on the resolution. Chief Deputy July noted that the towers are integral with the dispatch center and the projects must be done together. **MOTION** at 10:10 a.m. by Loken/Davis to accept the resolution to update the radio tower system and dispatch, with changes to the fiscal note, and send it to County Board. MC/Unan.
2. Training: Grabarski sought Committee approval to attend two FEMA trainings out of state. The money is in her budget and the only costs are mileage to the airport and food in travel. At 10:13 a.m. **MOTION** by Loken/Kotlowski to approve both out-of-state FEMA trainings for Grabarski. MC/Unan. HAZMAT and ICSEOC trainings are coming up at Ft. McCoy in April at the cost of mileage and a meal, which were budgeted. **MOTION** by Davis/Loken to approve the April HAZMAT and ISEOC trainings. MC/Unan.
3. Grant status – Two grants closed out: 2006 EPCRA for \$3,198 and an EPCRA computer equipment grant for \$1,613. There will be an OJA audit on 2005 equipment obtained in a \$17,000 grant to see if the equipment was bought and installed at the Sheriff’s Department, Community Building, and New Chester Fire Department, and grants will be closed as of this audit.
4. Office activity – Grabarski reported on Town of Rome Firewise planning, Storm Spotter class, a municipal meeting, the March Governor’s Conference in LaCrosse, ICS 400 class, Tornado Awareness Week, and Kids Day booth at the High School. Information only; no action. She explained the Kingsway dam progress being determined by how dry the earthen dam becomes prior to construction.
5. Vouchers/Purchase Orders were submitted.

MOTION at 10:22 a.m. by Kotlowski/Johnson to approve the Emergency Management vouchers and send them to Finance Committee. MC/Unan.

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Dee Helmrick presented vouchers for the District Attorney and reported two upcoming training conferences. The student help will be discussed next month.

Sheriff's Department

1. Communications – At 10:23 a.m. Sheriff Renner reported that a new Road Officer, Daniel Simonsen, started on February 26, 2007. He has 12 weeks of training to complete. On March 1, 2007, Lieutenant Ronald Nowak started working for the department, and Road Officer Jeremy Keith resigned as of March 6, 2007. Lt. Nowak took the floor and introduced himself, and gave his law enforcement background. Sheriff stated that the test results for Road, Dispatch, and Jail officers came in today and interviews will need to be scheduled. Sheriff Renner spoke of his recent news release of solved burglaries and arrests for drugs. A check for \$1,000 to the K9 Unit was donated anonymously.
2. Animal Shelter/Animal Control reports were in Committee's packet.
3. Chief Deputy Report:
 - a. Space needs study – Chief gave Committee the Ordinance information for Adams County Sales and Use Tax. Committee recalled another, original ordinance that might interfere with the wording in the current ordinance and Chief was asked to find the original.

At 10:38 a.m. Committee signed the Emergency Government ordinance.

- b. Old Property Room – Chief July requested reassignment of the old Property Committee room to the Sheriff's Department. Committee directed Chief July to approach the Executive Committee for use of this room.
 - c. Update on selection of Investigator – James Wehinger will be the new Investigator, start date to be determined. This promotion will create an opening for a Road Officer.
 - d. Update on Department revenue – Captain Beckman is recruiting Safekeepers from Monroe County and is negotiating State prisoners by contract.
 - e. Conferences/Training: none.
 4. Jail Captain Report
 - a. Safekeeper Report was included in Committee's packet. Fourteen Monroe County Safekeepers are housed here at \$45 per day. State prisoners from Dodge waiting for prison space to open might be housed here after Jail Inspection is passed on March 21.
 - b. Inmate monitoring system- Captain Beckman reported that the District Attorney and the Judge are in favor of this system. At 11:00 a.m. **MOTION** by Davis/Kotlowski to approve that the Sheriff's Department go ahead with the Electronic Monitoring Program. MC/Unan.
 - c. Board decision on Electronic Monitoring – no action.
 - d. Jail painting project – Inmate labor has been used to paint the jail prior to inspection. Sgt. Jones has been overseeing and the only cost so far is the paint and painting supplies. No overtime is involved.
 - e. Jail Inspection March 21 – no action.
 - f. Monroe County Safekeepers – already covered.
 - g. State Safekeepers – already covered.
 - h. Inmate request/Grievance procedure –Captain instituted a three-part form to keep track of inmate issues and how they are addressed.

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- i. Jail operations report, Spillman report – Spillman is doing very well and CAD in dispatch went live this morning. Spillman for the Road will go live soon and reports will be generated with it. Captain Beckman reported that Deputy Cheryl Thompson has done a fantastic job and is very instrumental in getting things done for Spillman to operate here.

At 11:08 a.m. Chief July presented Committee with the original Sales Tax Use Ordinance with the handwritten wording on it. They asked him to bring it to tomorrow's Finance Committee meeting and consult with Corp Counsel Kneiss.

4. Committee Reports, Accident Reports, Purchase Orders/Vouchers, Financial Reports, and Payroll/Overtime reports were all in Committee's packet. Sheriff stated he is the official media contact and Chief helps with this. Sheriff reported that Chief is still working on the department policy manual. **MOTION** at 11:40 p.m. by Kotlowski/Johnson to approve the Sheriff's Department vouchers and District Attorney's vouchers and send them to Finance. MC/Unan.

At 11:41 a.m. Committee signed a resolution for Child Support to Governor Doyle asking that money be put into Child Support agencies that would be lost from the federal government cuts. **MOTION** at 11:43 a.m. by Loken/Johnson to approve the resolution to Governor Doyle on behalf of Child Support and send it to County Board. MC/Unan.

The next Public Safety & Judiciary Committee meeting will be Wednesday, April 11, 2007, at 9:00 a.m., Conference Room A231. **MOTION** by Loken/West at 11:45 a.m. to recess briefly. MC/Unan. Meeting reconvened at 11:55 a.m.

7. **MOTION** by Kotlowski/Loken at 11:55 a.m. to go into closed session per Wis. Stat. 19.85 (1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Recent Community Service matter; and 19.85(1)(e) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved - deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session discussion of WPPA CBA Negotiations Update. ROLL CALL VOTE: Davis: Yes. Johnson: Yes. West: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. Meeting closed. Shirli Suchomel left the room.

Per notes taken by Cindy Loken, **MOTION** to adjourn was made by Kotlowski/Loken. ROLL CALL VOTE was Yes, unanimous. Meeting adjourned at 12:15 p.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary

These minutes are not yet approved by Public Safety & Judiciary Committee (03/20/07)