

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING
MINUTES - May 9, 2007**

MOTION by Loken/Davis to approve creating the position of Collections Clerk for Clerk of Court. MC/Unan. **MOTION** by Loken/Kotlowski to approve the job description for Collections Clerk in Clerk of Court's office and forward it to the Executive Committee. MC/Unan.

Register in Probate – not present. Terry Warner dropped off her vouchers prior to the meeting.
District Attorney – not present

Emergency Management

1. County Communication Systems discussion – Jane Grabarski reported that she has a rough draft of the Request for Proposal for this system.
2. Grant status – Radio reprogramming grant is going well and should be finished soon.
3. Office activity – Grabarski gave Committee her report. Two training sessions are coming up: one at Ft. McCoy, and an Exercise Plan Workshop. Funding for both is in the budget. Grabarski was scheduled to be in training in Maryland today, but it was canceled for lack of students. It has been rescheduled for the end of November or in May of 2008 at Emergency Management Institute in Maryland. She has put in paperwork for each of the sessions in case one is canceled. The only expense is food and travel to the Madison airport.
4. Municipal Emergency Operations Plans – Grabarski will be making a presentation at Towns Association meeting in June related to elected officials' responsibilities during an emergency.
5. Office activity – Kids day had over 1,000 in attendance and her booth was busy all day. Incident Command 400 is at the Moundview Memorial Hospital.
6. Vouchers were signed.

Sheriff's Department

1. Communications – Sheriff Renner had a letter of resignation from Deputy Charlie Hoogesteger who is taking a position in Nekoosa for \$3.00 more per hour. Investigator Jim Wehinger retired and Deputy Phyllis Wehinger will probably be resigning soon. A new Road Officer, Mary Krause, will be on board soon and Scott Sipla has been promoted to the Road as of May 13, 2007. His road duties will commence after the Captain has had time to fill his position in the jail. Sheriff spoke at Community Homemakers Saturday. He reported a May 19 emergency scenario for ambulance and helicopter training. Recently four citizens gave compliments to Sheriff about various road officers.
2. Animal Shelter/Animal Control reports were in Committee's packet.
3. Chief Deputy Report:
 - a. Office furniture – Two desks, two chairs, and two bookcases were ordered for Sheriff and Chief, and their furniture will go to the Lieutenants. This expense was budgeted for.
 - b. Upgrade current Department handguns – Chief explained the current state of Department firearms and spoke of the buy-back policy Glock has that significantly cuts the cost of each gun. Total expenditure for both furniture and new weapons will be approximately \$14,587.52, which is in the Capital Expense line item. **MOTION** by Loken/Kotlowski to approve the Sheriff Department's purchase of new weapons. MC/Unan.
 - c. No training or conferences.
4. Jail Captain Report
 - a. Correct wording from February 14, 2007, meeting - Remove this sentence from Jail Captain Report 4.e.: "A new Huber Officer classification will be needed, as well as a Systems Officer."
 - b. Safekeeper Report was included in Committee's packet. Captain Beckman informed Committee of unanticipated costs with State prisoners that are being worked out.

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- c. Inmate monitoring system- Captain Beckman reported four inmates on this program, which is generating income.
- d. Hiring – One person started in the jail on April 30 and is doing well. One jail officer is going to the Road and two candidates from the eligibility list are being contacted. Two jailers are currently in Jail School in Wisconsin Rapids.

When asked, Captain Beckman reported that medical records for current inmates are now kept in the Nurse's office, and minor remodeling is being done to accommodate file cabinets for the rest of the records. The fire inspection is done and passed.

- 5. Accident Reports, Purchase Orders/Vouchers, Financial Reports, and Payroll/Overtime reports were all in Committee's packet.

MOTION by Kotlowski/Davis to approve vouchers for Emergency Management, Register in Probate, District Attorney, and Clerk of Court. MC/Unan

- 6. The next Public Safety & Judiciary Committee meeting will be Wednesday, June 13, 2007, at 9:00 a.m., Adams County Courthouse Conference Room A260. For the next agenda: Coroner's resolution.

MOTION by Davis/Loken to approve the Sheriff's Department vouchers. MC/Unan.

MOTION by Loken/Kotlowski to go into closed session per Wis. Stat. 18.95(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: discuss personnel issues of hiring, promotion, resignation, and retirement. The Committee will then reconvene in open session per Wis. Stat. 19.85(2) to consider and vote on appropriate matters. ROLL CALL VOTE: Davis: Yes. Johnson: Yes. Loken: Yes. Kotlowski: Yes. Unanimous. At 11:50 p.m. all parties except Sheriff, Chief, and Committee left the room. Per Cindy Loken, **MOTION** at 12:23 p.m. to adjourn was made by Loken/Davis. ROLL CALL vote was unanimously in favor. Meeting adjourned.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary

These minutes are not yet approved by Public Safety & Judiciary Committee (05/15/07)