

**PUBLIC SAFETY & JUDICIARY COMMITTEE MEETING  
MINUTES APRIL 8, 2009**

DATE: April 8, 2009  
Adams County Courthouse

TIME: 9:00 a.m.  
400 Main Street

PLACE: A260  
Friendship, WI 53934

MEMBERS PRESENT: Florence Johnson, Cynthia Loken, Jerry Kotlowski, Terry James

EXCUSED ABSENT: Al Sebastiani

OTHERS PRESENT: Sheriff Renner, Chief July, Captain Beckman, Deb Barnes, Dee Helmrick, Terry Warner, Jane Grabarski, Joanne Sumpter, Shirli Suchomel

1. Call to Order – At 9:00 a.m. Acting Chair Loken called the meeting to order.
2. Was the meeting properly announced? – Yes.
3. Roll call: Johnson, Loken, Kotlowski, James present. Sebastiani excused absent.
4. Approve the Agenda – **MOTION** by James/Kotlowski to approve the April 8, 2009, meeting agenda. MC/Unan.
5. **MOTION** by Kotlowski/James to approve the minutes from March 11, 2008, Public Safety & Judiciary Committee meeting. MC/Unan.

**Coroner's Report** – The coroner was not present, and submitted a packet to Committee. Per the report, 18 deaths and one autopsy happened in March. Information concerning three training sessions was in the packet with no explanation or request to attend. **MOTION** by James/Kotlowski to deny any convention requests without further information. MC/Unan.

**Family Court Commissioner** – Dennis McFarlin was not present.

**Child Support** – Deb Barnes invited Committee to come and tour her office as time allows. She reported that no structural changes were possible with the reinstated Federal match on performance funds that are now available. She wanted to renovate the office in order to move two of her workers into their own office space. Her Performance Measures and Check Summary reports were in Committee's mailboxes; \$27,899.00 is available over the original budget but it is first to be spent and then reimbursed. At the Stevens Point meeting she learned that the ARRA money for a centralized child support call center failed over the issue of sustainability. Regional call centers can be established by contracted agreement. It will be suggested to the Bureau of Child Support that they investigate the possibility of overhauling the KDIS system that is currently in use. It was proposed that agencies be allowed to adjust child support orders without going to court, with time to request a hearing for due process. Genetic testing has rendered paternity trials obsolete and the idea has been proposed that agencies be allowed to file Voluntary Paternity Acknowledgements based on the genetic test results. The parties would receive notice to the right to contest, giving them due process. Ideas for extra Federal funding included paying extradition costs for criminal non-support, contracting for paper shredding services, a kiosk computer for public use, overtime for workers, and revising school curriculum to include the perils of child support. Deb reported that Tori and Janet have already done school presentations locally and they were well received. The Director's Dialog May 14 and 15 in Stevens Point was budgeted. It is a two-day conference with a registration fee of \$35.00, and one night's hotel stay. Scanning Index system's scanner is not yet available but it should have arrived last Friday. Scanning will open space in the office when court orders and documents are scanned for computer access and non-current files can be stored elsewhere. A Resolution recognizing April as Sexual Assault Awareness month was on the table for Committee approval. Corp Counsel and the Administrative Coordinator already approved it. **MOTION** by James/Kotlowski to approve the Resolution making April 2009 National Sexual Assault Awareness Month in Adams County. MC/Unan. Barnes reported a vacant secretary's position that she wanted to post and fill. Corp Counsel and Administrative

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Coordinator have already signed the approval which was pending Committee's approval. This position qualifies for extra Federal funding and is already budgeted for. Barnes also budgeted on-call wage and some overtime for existing staff. **MOTION** by James/Johnson to approve posting the open position in Child Support. MC/Unan.

**Clerk of Circuit Court** – Dee Helmrick's Check Summary and Community Service Report was given to Committee along with the District Attorney's packet. Dee reported a district meeting April 17 which was in her budget for herself and one deputy on Collections. No overtime will be required for this meeting. Community Service is going well and is strictly enforced. One deputy clerk is taking six weeks medical leave and some overtime will occur because of it. A draft application for Summer Youth Employment Program was in Committee's packet. Helmrick wants to get whole closed criminal case files copied, as ruling states paper documents can be destroyed once scanned. If scanned documents are retrievable in readable form they are considered originals. She wants a summer student to do this scanning. The equipment is provided by the State of Wisconsin. Helmrick will consult with the Administrative Coordinator to launch the project. She proposed a half-time position to share with another department such as the District Attorney, and stimulus funds might accept this proposed position. **MOTION** by James/Kotlowski that Helmrick and Admin. Coordinator proceed with further evaluation on this project and investigation, and if it qualifies for the stimulus package to proceed for financing. MC/Unan.

**Register in Probate** – The Payment to Vendors report was distributed to Committee. Warner reported collections were good in March. Postage will run short in the budget. The April conference at Kalahari in Wisconsin Dells will cost only a \$25.00 registration fee which was in the budget; all other costs are covered by CCIP. Warner informed Committee that a CHIPS action could go over budget because the county might have to appoint legal aid to each parent in addition to the guardian ad litem for the juvenile. She stated she and the judge will meet with finance to roll over monies left in the budget to go to Video Conferencing and get it to County Board for approval. If County Board approves, the project can move forward and hopefully by July the system will be in place. The maintenance contract will be \$5,000.00 after the first year's warranty. The May 13-15 Register in Probate conference registration fee of \$35.00 was budgeted.

**District Attorney** – Committee read the District Attorney's packet.

**Emergency Management** – Jane Grabarski reported that the communications system went live March 25; three towers' issues were resolved and are now working. Rome and Big Flats old paging system is in use until additional towers are in place. Juneau County wants a minimum of five Adams County people on the Hazmat Team. Juneau County will meet with fire chiefs May 25<sup>th</sup>, meeting in Rome to recruit. There is no signed contract as yet. Funding is in place to cover five years of a contract. The 2008 Emergency Planning Grant got unexpected money to cover up to 50% of salary and benefits for Grabarski's position. The 2009 EMPG Program of Work 1<sup>st</sup> half Schedule was submitted to the state with documentation and narrative. Skywarn Storm Spotter program trained 51 people. The no-cost Hazmat Rail awareness 8-hour class trained 23 people from five counties. Over 1,000 attended Kids Day where Grabarski had a booth with tornado awareness, fire station activities, and Hazmat board. She attended the Governor's Conference on Emergency Management concerning availability of foods to grocery stores, and grant possibilities. No conferences are scheduled in the near future. She gave her Check Summary report to Committee. The Community Development Block Grant listed five project sites. Grabarski wants to see all of the \$198,000.00 grant get used.

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**Sheriff's Department** – Sheriff Renner reported that two employees are on Family Leave. For squad changeovers the Highway Department is supplying numbers for the trunk of squad cars. He attended Kids Day and reported that Deputy Orłowski's K9 demonstration and Sgt. Wollin's squad car and equipment demonstration were well received. He stated the K9 is credited for 30 drug arrests and called that amazing. Sheriff stated he was impressed by the actions of a lost 5-year-old girl at Kids Day who came to him crying looking for her mother. He commended the mother on the girl seeking out law enforcement for help. Office Manager interviews will be held April 16, 2009. The radio station's new owners are seeking out ideas for Crimestoppers spots or law enforcement question-and-answer sessions on air. Animal Control Officer Ed Baron underwent minor surgery and has been off for several days. Animal complaints have been handled by the Sheriff's Department on a case-by-case basis.

Chief Deputy July stated the Animal Control Officer's job description was developed and approved by Corp Counsel, and he sought Committee's approval to advertise for three to four candidates to rotate one-week duty. Certification training will be held in September in Madison at \$500.00 per person. Ed stated he will continue in his position until the course is done, and then he will retire. **MOTION** by Johnson/James to allow the Sheriff's Department to advertise for on-call Humane Officer positions. MC/Unan. Cindy Loken will report this action to the Humane Society at their next meeting.

Chief had a COPS Grant Resolution and fiscal impact statement. The resolution was reviewed by Corp Counsel who approved it, to apply for the grant by the April 17, 2009, deadline. When the award is granted it will be presented to County Board for acceptance. Funding is calculated at entry level for salary and benefits only with the intent of filling the position of the person who will be promoted to Investigator. This will be a fourth Investigator who Sheriff stated is needed to handle the substantial amount of criminal activity in the county. The grant contains a 12-month obligation to keep the new person one year beyond the terms and funding of the grant. **MOTION** by James/Kotłowski to proceed with the Resolution approving application to receive a COPS grant for three years; if the county is eligible, bring it to County Board for final approval. MC/Unan. Chief sought Committee's approval to apply for all grant funding and suggested hiring a grant writer or contract for grant writing.

Monroe County's Inmate Contract was sent three weeks ago with no answer yet. The last follow-up was two weeks ago. The contract is for 2010 and Chief will review it with the Sheriff and Corp Counsel when it arrives from Monroe.

Committee asked if there is only one Recreation Officer. Sheriff responded that there is, and occasionally other deputies will ride along with him. He works closely with DNR personnel. Questions about investigator position and squad leasing followed.

Captain Beckman gave the March 2009 Jail revenue report: Huber figures were not available at meeting time. March total revenue was \$13,781.00 and year-to-date was \$67,258.57. He explained jail overtime with one employee on medical leave and recent training, with three to a shift. Maintenance committed to move an air conditioning duct into Pod, which averages 77 to 80 degrees right now, by the end of April. There were two car-deer accidents, one reportable and one not.

Supervisor Sumpter told Committee of her tour in the Huber dorms and of the shower problems. Budget monies were requested in 2007 for Huber shower repairs in 2008, and again in 2008 for 2009, but it was cut from the budget not to be done until 2010-2012. Jail Assessment money was used to repair pod showers for costs in excess of \$86,000.00, depleting the Jail Assessment account. Prime Coat quoted Captain a price of \$22,619.00 for all four Huber showers, with a contingency of an additional \$2,300.00

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for each shower if the floors needed repair. Prior bids had been in excess of \$40,000.00. Per Chief Deputy July the Director of Finance said it is possible to pay this from Jail Assessment this year. **MOTION** by James/Kotlowski to begin the process of fixing the Huber showers at an approximate cost of \$30,000.00, funds to come from Jail Assessment, as approved by Director of Finance. MC/Unan. Committee directed Captain to get the Requests for Proposals for the project and contract awarded as soon as possible. Chief Deputy July advised that December would be the best time for the project to be done, as inmate populations are low at that time of year.

Supervisor Sumpter also expressed concerns regarding the Nurse's Office and escape routes. Captain stated that several changes in the office had been completed, including the removal of the tub, and installation of several shelves. The Nurse has three ways to alert deputies to a violent situation—she has been provided a portable radio, the LYNKs panic button system, and an intercom to the Jail Pod. Additionally Jail Deputies will station themselves outside her office if a difficult inmate is being seen. Several deficiencies in the original design and architecture of the Jail were discussed.

The Voucher Summary was in Committee's packet. Supervisor Sumpter asked about the fire inspection schedule and Captain responded that one was done; they run yearly from June to June.

**MOTION** by James/Kotlowski to approve all vouchers as presented today. MC/Unan.

Break at 11:13 a.m. – 11:15 a.m.

**MOTION** by Kotlowski/Johnson to convene in closed session per Wis Stats 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Discuss personnel matters. Roll call vote: Johnson: Yes. James: Yes. Loken: Yes. Kotlowski: Yes. Meeting closed at 11:16 a.m. Captain Beckman and Shirli Suchomel left the room.

**MOTION** to reconvene in open session per Wis. Stat 19.85(2) to consider and vote on appropriate matters. Roll call vote: Johnson: Yes. James: Yes. Loken: Yes. Kotlowski: Yes. Meeting opened at 11:33 a.m.

Next meeting will be Wednesday, May 13, 2009, at 9:00 a.m. in Conference Room A260.

**MOTION** to adjourn by Johnson/Kotlowski. MC/Unan. Meeting ended at 11:34 a.m.

Submitted by Deputy Sheriff Shirli Suchomel, Acting Secretary  
*These minutes are not yet approved by Public Safety & Judiciary Committee (04/20/09)*