

## PUBLIC SAFETY & JUDICIARY MINUTES

Wednesday, February 10, 2010  
9:00 a.m. - Conference Room A260

1. Call the Meeting to Order. Meeting called to order at 9:00 am.
2. Was the meeting properly announced? Yes
3. Roll Call – Al Sebastiani, Terry James, Cindy Loken, Jerry Kotlowski, Florence Johnson, Chief Deputy David July, Fiscal & Support Manager, Sandra Green, Deb Barnes, Terry Scheel
4. Approve the Agenda. **James/Loken MC/UN**
5. Approve minutes of prior meeting. **Kotlowski/James, MC/UN**
6. Public participation (*If requested by the Committee Chair*). None.
7. Correspondence. None.
  
8. Coroner
  - Approval of Vouchers and Monthly Expense Report – Approved.
  - Annual Coroner’s Conference attended in January which was a three day seminar. January there was eight deaths.
  
9. Family Court Commissioner – Dennis McFarlin – not present.  
Approval of Vouchers and Monthly Expense Report.
  
10. Child Support – Deb Barnes
  - Approval of Vouchers and Monthly Expense Report – Approved.
  - Review Performance Measures for January 2010 – no questions or discussion.
  - Review Check Summary – no questions or discussion.
  - Update on START/Video Conferencing – A new program Support Tools and Responsibility Training (START). Developed this program which was reviewed by the Judge. There were 12 people which attended this first one. Six Adams County Jail inmates also attended through Video Conferencing. Several people gave discussions on various topics to the attendees.
  - BCS Application Fee Policy Change – A case where no public aid is received the \$25 application can no longer be charged by the local agency. The Bureau of Child Support will pay a \$1 application fee on behalf of all non-aid cases requesting services. Discussion was held.
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  - Discuss Office Activities – Case review discussed.
  
11. Clerk of Circuit Court – Dee Helmrick – Not present.
  - Approval of Vouchers and Monthly Expense Report.
  
12. Register in Probate – Terry Reynolds Warner - Not present.
  - Approval of Vouchers and Monthly Expense Report.
  - Review of accounts (payable and receivable)
  
13. District Attorney – Janis Cada – Not present.
  - Approval of Vouchers and Monthly Expense Report.
  - Monthly expenditures report
  
14. Emergency Management – Jane Gervais
  - Approval of Vouchers and Monthly Expense Report – Approved.
  - Report on Communication System Upgrade – Excess money was discussed. She’s working with several departments in trying to obtain figures. Will obtain the information and bring to the committee as a Resolution.

- Countywide Level B Hazmat Team – Juneau County Hazmat Technician Certification Update, discuss and take action as needed. Still working on finding five Certified Hazmat Technicians. She attended the Adams Fire Association last month and discussion was held regarding five technicians and there was no interest from other Fire Chiefs. These individuals would receive \$40/hour. Discussion was held.
- Grant status report. Nothing to report at this time.
- Office Activities. Working on several different things at this time. Attended a Resource Mgmt. Meeting at Volk Field.
- Vouchers/Purchase orders, review of January – Reviewed.

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

##### Sheriff Renner – Communications – Not present.

- Animal Shelter/Animal Control Officer Report – Questions on Animal Control Officer Report were directed to Chief Deputy Dave July.
- Approve Conference/Training if any. None.

##### Chief July

- Approval of Vouchers and Monthly Expense Report. Approved.
- Update on animal cases. Discussion was held regarding the Humane Society and drop off of animals from the Animal Control Officers. Will be going into the Criminal phase. They were given in the Civil portion of the case to have four of their animals returned to them. More discussion was held.
- Progress on transfer of vehicles from Sheriff's Department. Van has been transferred over to H&HS. The recreational officer vehicle has been ordered. The truck will be ready in 60-90 days. A discussion was held on service of vehicles through GMJ. Chief Deputy Dave July will request for the committee information regarding prices charged from GMJ and the Chevrolet Dealer.
- Update on DARE vehicle. The School Resource Officer has contacted the teacher and they have not begun any work on this project yet. The School Resource Officer is going to have a meeting with the person in charge of the project to formulate a plan and a timeline.
- Discussion/Action – Regarding adopting new Ordinances and Fee Schedules. Copies of ordinances were passed out to each committee member and discussion was held. The decision to update the fees and ordinances was made. An update of all fees will be put together and brought to the committee for approval. Chief Deputy will obtain surrounding Counties fee information as well. Chief Deputy will try to have a draft of this information by April 2010.
- Discussion – Administrative Records Officer position. Discussion was held. Over 50 applications were received. All applications were passed onto the Personnel Director. Transcription and typing tests were given to the top 12 candidates and interviews will take place in the next couple of weeks.
- Update on animal neglect case – Phil – Planning and Zoning. The person appeared in court. There were 21 dogs at this residence. The person will be in compliance with the local ordinance and will be reporting back to the court.
- Discussion on proposed changes by Humane Society in the way confiscated animals are dealt with. Discussed. A citizen complaint was made regarding the rabbits and animals that were up for adoption. Discussion was held regarding this. Chief Deputy Dave July will e-mail someone from the Humane Society to contact Linda Bula to explain the adoption process to her.
- Discussion/Action on utilization of monies from the Communications Project. Covered by Jane Gervais above.

16. Set next meeting date. March 10, 2010 in Conference Room A260 (Reserved).

17. Action items for next meeting.

18. Adjournment. Meeting adjourned at 10:30 am. **Loken/Kotlowski MC/UN**

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 / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel/ Gervais / Helmrick / Warner / Barnes / Marti / County Clerk Dept / McGhee / Green / Sumpter/Cada