

MINUTES OF MEETING

PUBLIC SAFETY & JUDICIARY COMMITTEE

Adams County Courthouse, 400 Main Street, Friendship, WI 53934

DATE: June 10, 2009

TIME: 9:00 a.m.

PLACE: Conference Room A260

COUNTY BOARD MEMBERS PRESENT: Florence Johnson
Cynthia Loken
Terry James
Al Sebastiani
Jerry Kotlowski

OTHERS PRESENT: Sheriff Renner, Sheriff's Department
Chief July, Sheriff's Department
Captain Beckman, Sheriff's Department
Deb Barnes, Child Support Director
Dee Helmrick, Clerk of Court
Terry Scheel, Coroner
Joanne Sumpter, County Board Supervisor
Sandra Green, Sheriff's Dept.

1. Call to Order: 9:00 a.m.
2. Was the meeting properly announced? Yes
3. Roll call: Present: Johnson, Loken, James, Sebastiani, Kotlowski
4. Motion to approve agenda by Loken/Sebastiani. MC/UN.
5. Motion to approve May 13, 2009 Public Safety & Judiciary meeting minutes by Sebastiani/Kotlowski. MC/UN.

CORONER:

- Two deaths in May which were sent down for autopsy. Second one was a possible swine flu related death.
- They are running into a problem with the State and lab samples they send out with budget cuts and the economy. It used to be 3-4 months to get results back. It is now at least 6 months. In a criminal case, time will be a factor. He spoke with the medical examiner from Columbia County. He gave him the name of an institution that processes faster. Turn-around time is 3-4 weeks. This will be an option to look into.
- County Board Supervisor questioned cost of autopsies in Portage compared to Madison. Portage is cheaper and they offer a good working relationship and an excellent learning opportunity in terms of performing an autopsy.
- Motion to approve vouchers by James/Loken. MC/UN

FAMILY COURT COMMISSIONER: Not present.

CHILD SUPPORT: Deb Barnes-Child Support Coordinator

- Child Support has been without a secretary for a few weeks. They are keeping up well in the office. They have held interviews and chosen a qualified candidate. She starts tomorrow, June 11, 2009. Child Support has access to ARRA (Stimulus Money) funding which will match their current performance funding. Since the secretary position has a sunset clause, they can take the stimulus match and allocate some of the ARRA funding towards that position in the 2010 budget. She will be having a WISLINE Tele Conference with the State of WI to explain the procedure for determining appropriate use of and the method for reporting expenses to receive the ARRA funding match.
- She attended a Director's Dialogue Meeting and received updates on changes and regulations. The provision in health insurance is a big issue right now.
- Deb is slated for a week of vacation on July 11-18, 2009.
- Deb wanted to note on the check summary there was a UPS charge of \$20.90. This was because they had to package up a case file and send it overnight to the Bureau of Child Support for Federal audit purposes.

- Voucher summary received, no questions.
- Motion to approve check voucher summary by Kotlowski/Johnson. MC/UN

CLERK OF CIRCUIT COURT: Dee Helmrick-Clerk of Court

- Handed out voucher summary and Community Service Report.
- She will be at a summer conference from June 17-19 in Wausau.
- She applied for the summer youth project through North Central Wisconsin Workforce Development. She has been accepted and will be meeting with someone today to work out the details.
- County Board Supervisor James expressed a concern in approving financials when there is not enough time to review them. Would like to see them sooner from now on.
- Motion to approve check summary by James/Loken. MC/UN.

REGISTER IN PROBATE: Not present.

DISTRICT ATTORNEY: Not present.

EMERGENCY MANAGEMENT: Jane Grabarski – Emergency Management Coordinator - Not Present
Voucher summary and department report submitted.

SHERIFF'S DEPARTMENT: Sheriff Renner, Chief July, Captain Beckman

Sheriff Renner:

- Sheriff Renner will be having surgery on Friday, June 13, 2009. Will be out of the office approximately one week.
- They have finished up training of officers. They will have 24 hours of training in by the end of June.
- All cars are set up now with squad number coinciding with the call sign of the officer.
- Lieutenant Fahrenkrug and Tully are at a Table Top over at Health & Human Services.
- Sandra Green, FSS Manager is doing really well and is fitting in around the Courthouse and Sheriff's Department.
- Received several applications for the Animal Control position. They will be making arrangements for interviews soon. Johnson asked about cross training the individuals once hired. Sheriff indicated it would be hard to take this type of training and pass it on without actually becoming certified. Will talk with Ed Baron about this. This is an on call position and would need 1-3 individuals hired for this position.

Chief July:

- No out of state conferences to approve.
- Language changes were noted in the contract for "Safe Keepers". They reached an agreed upon document. They will now be going to their Corp Counsel in Monroe County. They would be through reviewing that sometime in July. Once Corp Counsel signs the document, it would be a matter of inserting a dollar amount they will guarantee us. Sebastiani asked if there was some other program that would be used to release more of the inmates. Captain Beckman indicated they could consider expanding the electronic monitoring program, but it's not feasible. Huber inmates would rather go to jail, go to their job and return to jail. They like to play it safe rather than do the electronic monitoring for fear of mistakes they will make outside of the jail. Since electronic monitoring they have only had three inmates that have messed up the program for themselves.
- Chief July indicated 2009/2010 will be a difficult budget process. He welcomes any input from the over site committee.
- While reviewing the voucher summary, James inquired about all of the GMJ expenses for Fleet Maintenance. He wanted to know if we had any type of contract in place with GMJ. Sheriff and Chief indicated GMJ keeps excellent records of all of their vehicles from oil changes to tire rotation. GMJ also gives the ACSD high priority when work needs to be performed on a vehicle. GMJ also stores our tires for us to interchange during summer and winter which is a tremendous saving in itself.
- Sebastiani asked where Chief is with the gas card program. Chief indicated the project is almost complete.

Captain Beckman:

- Captain Beckman talked about the Safe Keepers, Huber and Commissary Revenue reports.
- Sebastiani asked to see a starting budget line for the Safe Keeper report from now on. This so he can see what the budget line began at and where it is currently.
- Sebastiani questioned on department set inmate fees and how they are determined. Captain Beckman explained how this comes to be and Chief July added his comments.
- Jail Overtime Report – it was a hard month. They had two in school and one employee out of FMLA. They are all back and are now at full staff.
- Huber Showers – RFP's (Request for Proposals) have gone out. Will be in the papers next week. Proposals will go to the Sheriff. Has a meeting in July where proposals will be opened. Looking at December for install on Huber showers.
- Court Video Conferencing: The last call to Barb was she was approving this for July install.
- Air Conditioning in Jail Pod – has a meeting with Finance tomorrow to discuss this.
- Freezer Thaw – Denied for liability. Is still in the works.
- Sebastiani asked about alarms on freezer – could go off and ring into dispatch. This is something we could look into. The vendor is looking into the pricing of this.
- Jail Inspection on June 16th, 2009. Everything is set and the Captain is preparing for it.
- Accident Reports – The School Officer vehicle was backed into. The damage was \$1,036. Adams took the report and there was insurance information exchanged.
- Motion to approve voucher summary by Johnson/James. MC/UN

Motion by Kotlowski/Loken to reconvene in closed session per Wis Stats 19.85(1) (c) considering employment, promotion, compensation or performance evaluation date 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. Sebastiani: Yes. Meeting closed at 10:13am.

Motion by Loken/James 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. Sebastiani: Yes. Meeting opened at 10:23 am.

Next meeting July 8, 2009 at 9:00 a.m. in Conference Room A260.

Motion to adjourn by Loken/Kotlowski. MC/UN. Meeting ended at 10:25 a.m.

Submitted by Sandra M. Green, Fiscal and Support Services Manager, Sheriff's Department
These minutes are not yet approved by Public Safety & Judiciary Committee (06/10/2009).

Cc: Sebastiani / Loken / James / Kotlowski / Johnson / Renner / July / Beckman / McFarlin / Thibodeau / Scheel
Grabarski / Helmrick / Warner / Barnes / Marti / Dudman / McGhee / Phillippi / Green / Sumpter

Final Minutes –