

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
AUGUST 15, 2013**

COMMITTEE MEMBERS PRESENT: Chairperson Bob Metropulos, Dave Hintz, Billy Fried, Jack Martinson and Mike Timmons.

OTHERS PRESENT: WPEG Media, Jonathon Anderson (Lakeland Times), Denny Thompson, Sheriff Hartman, Brian Desmond (Corporation Counsel), Larry Mathein (Medical Examiner), Bonnie Wilcox (District Attorney), Liz Plautz (Register in Probate), Ann Prom (Family Court), Kathy Belliveau (Branch I), Brenda Behrle (Clerk of Courts), Ken Korten Hof, Support Services Administrator/Emergency Management Director and Dawn Robinson, Committee Secretary.

CALL TO ORDER

Chairman Metropulos called the meeting to order at 9:30 a.m. at the Oneida County Courthouse, Committee Room #2, stated the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law and noted accommodations would be made for handicap accessibility.

APPROVE AGENDA

MOTION: To approve the Agenda and allow the Chairman to move around on the agenda as necessary (Hintz/Martinson, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the July 18, 2013 Public Safety Committee Meeting Minutes (Martinson/Timmons, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for September 12, 2013 at 9:30 a.m.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS WITH NO AGENDA ITEMS

MOTION: To approve bills, vouchers and line item transfers for Public Safety Departments (Timmons/Fried, PASSED).

DEPARTMENT ITEMS:

Sheriff's Office

2014 Staffing Request(s)

School Resource Officer Staffing Request, Exhibit #1. There were discussions regarding the following; money received from the school district, the Sheriff's Office purchasing a computer to use at the school to access Sheriff's Office records, etc. The Committee wanted to ensure the school district is paying their fair share of the employee.

MOTION: To approve School Resource Officer Staffing Request (Fried/Martinson, PASSED).

State Community Policing Grant Staffing Request, Exhibit #2.

The 2012 grant funding amount was cited as, numbers for this year will be provided around the time of the next County Board Meeting. There was discussion regarding the budget and the process of staffing positions being forwarded onto the LRES Committee for review/approval.

MOTION: To approve the State Community Policing Grant Staffing Request (Timmons/Hintz, PASSED).

Three LTE Corrections Officer Positions Staffing Request, Exhibit #3. The positions are covered in budget by decreasing overtime expenses.

Hintz explained the budget process, informed the Committee a special County Board Meeting has tentatively been scheduled for September 3, 2013 covering four items: status of the 2013 Budget, 2014 Budget and rules, big ticket items/priorities and general budget projection.

MOTION: To approve LTE Corrections Officers Staffing Request (Fried/Martinson, PASSED).

LTE Dive Team Staffing Request, Exhibit #4. The Dive Team consists of thirteen members, same request as last year and the Dive Team Leaders wage is also covered within the Sheriff's budget.

MOTION: To approve the Dive Team Staffing Request (Martinson/Timmons, PASSED).

The Committee agreed to take the next three Staffing Requests together under one motion.

HazMat Team Members Staffing Request, Exhibit #5, per diem payment for trainings/meetings.

HazMat Chief Staffing Request, Exhibit #6.

Deputy Emergency Management Directors Staffing Request, Exhibit #7. HazMat members, since they are LTE members, assist the Director with equipment, etc. The Hazmat billing procedure was explained.

MOTION: To approve Staffing Requests for the HazMat Team Members, the HazMat Chief and the Emergency Management Deputy Directors (Timmons/Fried, PASSED).

Telecommunicator Vacancy Review

A Telecommunicator, while on maternity leave, decided not to come back and gave notice to terminate employment. The Support Services Administrator requested the vacancy to be filled, waive the waiting period and proceed with creating an eligibility list, etc.

MOTION: To approve filling the Telecommunicator vacancy and waive the waiting period (Martinson/Hintz, PASSED).

Corrections Officer Vacancy Review

A Corrections Officer put in notice to terminate employment, an eligibility list was started and since then, another Corrections Officer recently gave notice to terminate employment.

There was discussion regarding replacement of one officer this month and/or bring the recent vacancy back to the next month's meeting. The Committee decided both vacancies can be included in the motion.

MOTION: To approve filling two Corrections Officer vacancies (Timmons/Martinson).

Discussion on motion:

There was discussion regarding the reason for the turnover. Exit interviews were not conducted yet but stress associated with the Carlson/Dettman Study was cited, not feeling things will go the employee's way. Committee Member Fried was concerned that would be a reason for an employee to terminate employment and stated employees should not be stressed about the Study.

MOTION: To approve filling two Corrections Officer vacancies (Timmons/Martinson, PASSED).

Committee Member Fried wanted to clarify some concerns regarding the Carlson/Dettman Study. Fried asked the Sheriff to ensure the employee that the Study is a tool used to move forward, stated absolutely no ones wages will go backwards and stated the intention was opposite of the employee's concern.

Service Contract with Physio-Control Inc.

This is a three-year service contract for ambulance defibrillators, including replacement of batteries. Corporation Counsel reviewed the contract. The Support Services Administrator/Emergency Management Director indicated this is an annual contract and cited costs of replacing batteries. There was discussion regarding hospitals costs. The Committee agreed defibrillators need to be operating properly.

MOTION: To approve the Service Contract with Physio-Control Inc. (Hintz/Martinson, PASSED).

State HazMat Contract

This is a new contract between the State and Oneida County (starting July 1, 2013) due to the State redefining HazMat structure and response.

In the past, Marathon County (Regional Team) collected state funds and reimbursed Rhinelander Fire Department for being a Chemical Assessment Team (CAT Team) for the Wausau Fire Department. With the new structure and new contract, Oneida County will now receive money (instead of Marathon County) to pay the Rhinelander Fire

Department and, Oneida County will receive money as well which, Oneida has never received before. The Support Services Administrator/Emergency Management Director recommended approving the new contract contingent upon Corporation Counsel's review. The Support Services Administrator/Emergency Management Director asked the Committee not to depend upon grant monies in the future.

The County's HazMat Team members and equipment would be certified and the Team would be classified as a Type 2 Team. There was discussion.

MOTION: To approve the State of Wisconsin HazMat Contract contingent upon Corporation Counsel review (Timmons/Hintz, PASSED).

Consolidation Update

A contingent offer was made to Sherri Congleton for the Dispatch Manager position. Congleton accepted the offer. The Sheriff's Office has been going through the hiring process for the Radio Technician Position and has hired John Heisel who is certified in radio capabilities and is scheduled to start on September 3rd, 2013. Once Heisel is onboard, the Support Services Administrator/Emergency Management Director explained the County will have three people to deal with the County's radio/tower infrastructure.

The Sheriff asked the Committee if the September 12th Committee meeting can be changed to September 19th due to the Management Services Administrator and the Chief Deputy, who assisted in preparing the budget, are taking scheduled vacations. The Sheriff informed the Committee, the Finance Director was consulted and agreed the Sheriff's budget could be addressed on September 19th. The Committee agreed to change the September meeting date to September 19, 2013.

Bills, vouchers and line item transfers for Sheriff's Office

MOTION: To approve bills, vouchers and line item transfers for Sheriff's Office (Fried/Martinson, PASSED).

Register in Probate

2014 Budget for Register in Probate

Exhibit #8. No changes have been made to the budget, same as last year.

MOTION: To approve the 2014 Register in Probate Budget (Hintz/Timmons, PASSED).

Bills, vouchers and line item transfers for Register in Probate

There were no bills, vouchers or line item transfers for Register in Probate.

Circuit Court Branch I, Circuit Court Branch II and Family Court Commissioner

2014 Staffing Request for Law Clerk Position (Branch I) & 2014 Staffing Request for Law Clerk Position (Branch II)

Branch I and Branch II have the same staffing request for a Law Clerk Position, Exhibits #9 and #10. The Law Clerk Position is shared with Vilas County. Vilas County pays 1/3 of the contract and Oneida County pays 2/3 of the contract. This is an annual request.

MOTION: To approve the 2014 Law Clerk Staffing Request for Branch I and Branch II (Timmons/Fried, PASSED).

2014 Circuit Court Branch I Budget & 2014 Circuit Court Branch II Budget & 2014 Family Court Commissioner Budget

Exhibits #11 and #12. There was discussion regarding telephone and fax expenses and if those expenses would be reduced or possibly eliminated once the county has Voice over IP. It was also noted, Branch I and Branch II telephone and fax expenses are two different amounts.

2013 Estimates were used for Family Court Commissioners Budget (included on Exhibit #11). There was discussion regarding the Family Court Commissioner's budget, contracted position, whether the new Family Court Commissioner may have their own staff support person and if the Committee should approve the Family Court Commissioner's Budget as more answers need to be provided.

Corporation Counsel explained the Family Court Commissioner's budget may change due to having their own secretarial staff and will continue to need court reporter services. Budget should go down.

The Committee instructed the Family Court Commissioner's Budget to be brought back to the next meeting.

MOTION: To approve 2014 Circuit Court Branch I and approve 2014 Circuit Court Branch II Budgets (Fried/Hintz, PASSED).

MOTION: To table the Family Court Commissioner Budget until the next meeting (Fried/Timmons, PASSED).

Bills, vouchers and line item transfers for Circuit Court Branch I, Circuit Court Branch II and Family Court Commissioner

MOTION: To approve bills, vouchers and line item transfers for Circuit Court Branch I & Circuit Court Branch II (Fried/Martinson, PASSED).

Corporation Counsel

2014 Corporation Counsel Budget

Exhibit #13. There was discussion regarding box rent and post office rent, outside counsel and defending county (insurance) claims.

MOTION: To approve the 2014 Corporation Counsel Budget (Hintz/Martinson, PASSED).

Outside Counsel-Zoning Enforcement Conflict of Interest

The next County Board agenda will list, *Requesting Outside Counsel for Zoning Enforcement Matter* due to a conflict of interest with the Corporation Counsel's Office involving Fugle. There was discussion and expenses were addressed.

Bills, vouchers and line item transfers for Corporation Counsel

MOTION: To approve bills, vouchers and line item transfers for Corporation Counsel (Fried/Timmons, PASSED).

Medical Examiner

Medical Examiner LTE Staff Compensation

Exhibit #14. Medical Examiner's Office operates 24/7 and has either himself or a LTE Staff Member available at all times.

There was discussion regarding the following; staff members being considered a volunteer unless they are out on a call (paperwork, telephone calls, etc.), turn over due to volunteers covering periods with no compensation unless they are out on a call, looked at pager pay and addressed vacation coverage. The Medical Examiner is requesting compensation for staff members and is proposing to pay \$20 per 12-hour shift (maximum) of 30 shifts per month (\$7,200 annually) staying within \$11,840 LTE Budget and the proposal was discussed with staff. The Medical Examiner stated in the past his department has not had a good image and he would like to promote professionalism.

MOTION: To approve the Medical Examiner LTE Staff Compensation (Metropulos/Martinson, PASSED).

Bills, vouchers and line item transfers for Medical Examiner

MOTION: To approve bills, vouchers and line item transfers for Medical Examiner (Hintz/Martinson, PASSED).

Clerk of Circuit Courts

2014 Staffing Request(s)

The Clerk of Circuit Courts presented the LTE Bailiffs Staffing Request (Exhibit #15) and the LTE Bulk Scanning (Exhibit #16).

MOTION: To approve the LTE Bailiffs Staffing Request and the LTE Bulk Scanning Staffing Request (Hintz/Timmons, PASSED).

2014 Clerk of Circuit Courts Budget

The Clerk of Circuit Courts Budget (Exhibit #17), Traffic/Forfeiture Citations document (Exhibit #18) and Case Types by Year document (Exhibit #19) were addressed. There were discussions involving the following; number of different case filings are down, revenues are down, sanitation citations issued but cases dismissed, complex forfeitures (environmental violations), traffic verses forfeiture/vehicle moving violations, filing fees from municipalities are down, etc.

MOTION: To approve the 2014 Clerk of Circuit Courts Budget (Martinson/Timmons, PASSED).

Timmons was excused 11:09 a.m. to attend another Committee Meeting.

Bills, vouchers and line item transfers for Clerk of Courts

There were no bills, vouchers or line item transfers for Clerk of Courts.

District Attorney

2014 Staffing Request(s)

Exhibit #20. This is an annual staffing request for a summer intern. A student was hired for \$2500 to do research and briefings.

MOTION: To approve the 2014 Summer Intern Staffing Request (Fried/Martinson, PASSED).

2014 District Attorney Budget

Exhibit #21. It was noted paper service is down due to reduced number of trials.

MOTION: To approve the 2014 District Attorney Budget (Hintz/Fried, PASSED).

Bills, vouchers and line item transfers for District Attorney

MOTION: To approve bills, vouchers and line item transfers for District Attorney (Martinson/Hintz, PASSED).

PUBLIC COMMENTS

No public comment was given.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

11:20 a.m. MOTION: To adjourn the meeting (Hintz/Fried, PASSED).

Bob Metropulos, Chairman

Dawn Robinson, Committee Secretary