

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
SEPTEMBER 19, 2013**

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

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Jonathon Anderson (Lakeland Times), Sheriff Hartman, Chief Deputy Sweeney (Sheriff's Office), Jill Butzlaff (Sheriff's Office), Sandra LaDu-Ives (Sheriff's Office), Brian Desmond (Corporation Counsel), Larry Mathein (Medical Examiner), Ann Prom (Family Court), Kathy Belliveau (Branch I), Traci Running (Clerk of Courts), Ken Kortenhof, 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 needed (Hintz/Martinson, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the August 15, 2013 Public Safety Committee Meeting Minutes (Martinson/Fried, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for October 17, 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/Martinson, PASSED).

DEPARTMENT ITEMS:

Corporation Counsel

Approval: Desmond to be President of Wisconsin Association of County Corporation Counsels

Desmond was approached to be the President of the Wisconsin Association of County Corporation Counsels. Desmond indicated the nomination would be contingent upon the Public Safety Committee's approval, noted the President position is for a one-year term and explained what the President's responsibilities are.

MOTION: To approve Desmond to be President of Wisconsin Association of County Corporation Counsels (Martinson/Hintz, PASSED).

Bills, vouchers and line item transfers for Corporation Counsel

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

Family Court Commissioner

2014 Family Court Commissioner Budget

The Family Court Commissioner Budget was presented, Exhibit #1.

The Circuit Court Branch I Judicial Assistant informed the Committee, based upon conversations with the Finance Director, the Family Court Commissioner position will be a one-year contracted position.

There was discussion regarding budget. The Judicial Assistant explained the budget is the same as the previous year, no increase requested.

MOTION: To approve the 2014 Family Court Commissioner Budget as presented (Fried/Martinson, PASSED).

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

The Judicial Assistant left the meeting to prepare a Financial Cover Sheet for Circuit Court Branch II and the Committee will review/act on the agenda item when the Judicial Assistant returns.

Medical Examiner

2014 Medical Examiner Budget

The Medical Examiner Budget was presented, Exhibit #2.

The Medical Examiner evaluated the department's budget and increased and decreased some line items resulting in a net increase of \$4825.00.

Fuel expenses, workload, complex cause determinations, investigations and expenses associated with (and expense increases of) pathology and lab work were discussed.

Committee member Hintz explained approved budgets are forwarded onto the Administrative Committee then onto the County Board of Supervisors for action and informed everyone present, there will need to be reductions in the County's budget.

Committee member Martinson cautioned departments not to cut corners when it may be detrimental to the department. Hintz explained under the law, the County can only spend a portion of budget limit.

MOTION: To approve the 2014 Medical Examiner Budget (Hintz/Fried, PASSED).

Bills, vouchers and line item transfers for Medical Examiner

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

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

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

Sheriff's Office

2014 Sheriff's Office/Emergency Management Budgets

The Sheriff's Office Budget was presented, Exhibit #3.

The Sheriff addressed the following; Phase II Radio Project is under budget and would like to allocate funds towards capital equipment, can reduce monies allocated to the Phase III Radio Project for a savings earmarked to the County's General Fund, the 2014 Budget was reduced due to reorganization/consolidation with the Emergency Management Department and increased efficiencies with sharing resources, identified a need to change out panels in the E911 Center and upgrade courtroom video to Branch I and Branch II Departments by utilizing monies from the Continuing Appropriations Fund, utilize the County's Highway Shop for mechanical duties, indicated the State prison population is increasing and the Sheriff's Office has asked for more state prisoners. There was discussion regarding housing State prisoners, what it entails and jail capacity.

The Sheriff would like to see a plan implemented to address replacement of master doors in the Jail and replacement of the Armored Rescue Vehicle before they become a problem/an issue. The Sheriff is asking for increased money for day-to-day operating expenses for Recreational Patrol (boating, snowmobiling and ATV Patrols) and asking for increased money for Phase I Forensics Computer Lab. There were discussions regarding replacement of old equipment and forensic investigations.

The Chief Deputy indicated Oneida County has a working Sheriff, introduced the Sheriff's Office Management Team that is present (and identified responsibilities), stated there is a good operating relationship with the Emergency Management Director/Department, addressed history of County Board of Supervisor's support and informed the Committee the Sheriff's Office conducts weekly budget meetings. The Chief Deputy went thru the budget sheets and provided brief summary/explanations.

There were discussions regarding grant funding (modem), consolidation savings, state statute schedule of fees, Voice Over/IP, Armored Vehicle replacement and Capital Equipment Planning to allocate appropriate funds.

Committee member Fried stated the Sheriff's Office Budget makes up 38% of tax levy and asked if there is any room within the budget that can be reduced to help meet

challenges of the County's budget. There was discussion regarding budgeting capital need requests and using continuing appropriations/general fund monies. The Chief Deputy reiterated the Sheriff's Office turned back monies from the Phase II Project to be placed into the County's Continuing Appropriations Account. There were discussions regarding if general fund monies can offset capital needs and if it would be better to pass a zero budget and request monies for capital equipment needs.

The Sheriff supports a capital equipment account fund (ex. Replacement of Jail doors) instead of including those items into the operating budget.

Committee member Fried stated departments know what they need, referred to general fund monies and possibly creating a list of capital expenditure priorities. Fried suggested contacting the Finance Director regarding creating a list and forwarding it onto the Administration Committee to prioritize. The Sheriff's Office supported development of a capital equipment priority list.

Committee member Hintz indicated a capital equipment list/project should identify a payback timeframe for the full County Board of Supervisors to prioritize projects/equipment to develop a comprehensive list.

The Chief Deputy reiterated today, \$110,000 can be transferred from the Phase II Radio Project into the County's General Fund and affirmed the Sheriff's Office is willing to work with the County Board and use monies in a manageable way.

Committee member Hintz explained monies do not necessarily go back to the same department. Instead, monies should be used on projects the County determines is the best place. The Chief Deputy agreed but stated at the same time public safety has to remain a priority. The Committee agreed with the need for public safety.

There was discussion regarding housing state prisoners and meeting the new Department of Corrections Prisoner Rate Policy Standards/Requirements. The Sheriff affirmed Oneida County does meet all standards and is ready to accept state prisoners and, referred to the recent Jail inspection.

Committee member Martinson stated it would be a good idea for departments that have excess money and do not need the money right away, would be ideal to allow those departments to put the money away so if we need it to update equipment, they can instead of working with old out dated equipment.

Committee Chairman Metropulos expressed concerns with turning money back to the general fund as, some County Board Supervisors do not want to take any money out of general fund. What is the process and can departments get money back?

Committee member Fried expressed concerns with any department that has a budget increase proceeding through the budget process and reiterated a department needs to have a list of projects.

The Chief Deputy addressed working with appropriation funds, allowing the County to reallocate funds where needed to continue to have evolved solid budget numbers and suggested having Finance appropriate funds to other capital projects. There was discussion regarding the \$110,000 the Sheriff's Office is turning back to the County and what the money can offset.

MOTION: To approve the 2014 Sheriff's Office Budget as presented and allow the Sheriff to reallocate funds as long as not to exceed \$ 230,000 (Fried/Timmons).

Discussion on motion:

The Chief Deputy mentioned this would be limited to two (2) capital replacements totaling 200,000.

Fried withdrew his motion, Timmons agreed.

MOTION: To approve the 2014 Sheriff's Office Budget as presented with the understanding \$90,000 is used for Capital Investment identified for computer crimes and \$110,000 is dedicated to master control switches and, be reviewed prior to budget submission. (Fried/Timmons).

Discussion on motion:

There was discussion regarding if the proposal should be presented to the Administration Committee as a separate proposal and treat it as a separate budget. The Chief Deputy suggested asking Finance to transfer \$110,000 and the Sheriff's Office will come up with the other \$90,000 additional money by the Finance meeting and present the proposal to Finance. The Chief Deputy explained both expenses and revenues would both rise, the budget impact is \$30,385.00.

MOTION: To approve the 2014 Sheriff's Office Budget as presented with the understanding \$90,000 is used for Capital Investment identified for computer crimes and \$110,000 is dedicated to master control switches and, be reviewed prior to budget submission. (Fried/Timmons, PASSED).

11:15 a.m. The Committee took a brief break.

11:20 a.m. The Committee reconvened.

2014 Emergency Management Budget

The Emergency Management Budget was presented, Exhibit #4.

The Support Services Administrator/Emergency Management Director stated the ambulance budget is completed according to the Finance Director's Procedure to reallocate funds from the general fund. The Department is requesting \$4,000 less due to ambulance budget/personnel expenses, noted there is an increase in ambulance repairs and stated repairs are completed by the County Highway Department.

The Emergency Management budget reflects the following; a decrease in EMPG (Emergency Management Planning Grant) Funding from the state, a decrease in

personnel expenses due to consolidation with the Sheriff's Office, an increase in EPCRA (Emergency Planning Community Right-to-Know Act) HazMat Funding and a decrease in personnel expenses. Summary lists the Department requesting \$4,233.00 less than 2013.

There were discussions regarding Hospital Subsidy Accounts, the procedure used and possible increases to ambulance rates, offsetting costs, Medicare/Medicaid reimbursements, ambulance repairs and the Affordable Care Act.

MOTION: To approve the 2014 Emergency Management Budget as presented (Fried Martinson, PASSED).

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

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

PUBLIC COMMENTS

No public comment was given.

ITEMS FOR FUTURE AGENDAS

Hodag Country Festival, Nokomis Fall Ride and a Consolidation Presentation Video.

ADJOURN

12:35 p.m. MOTION: To adjourn the meeting (first/second, PASSED).

Bob Metropulos, Chairman

Dawn Robinson, Committee Secretary