

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE  
MEETING MINUTES  
AUGUST 12, 2020

- Call to Order – Wally called the meeting to order at 5:03pm
- Roll Call – Members Present: Wallace Habegger, Adam Balz, Rod Sherwood, Toni Wissestad, Remy Gomez
  - Also Present: Sheriff Wes Revels, Chief Deputy Rob Conroy, Jared Tessman, Bob Smith, Randy Williams, Judge Todd Ziegler, Shirley Chapiewsky, Eric Weihe
- Approval of Previous Meeting Minutes- July 13<sup>th</sup>, 2020 – motion to approve by Rod, 2<sup>nd</sup> by Remy
  
- Budget Reviews -
  - District Attorney
  - Clerk Of Courts – currently within budget
  - Justice Department – currently within budget
  - Medical Examiner: Bob Smith
    - Currently at 38% used of the 2020 budget, expecting to come in well under budget for the year overall.
    - Autopsies has been budgeted higher
    - 10 cases under for the monthly report
  - Circuit Court – currently within budget
  - Dispatch – currently within budget
  - Sheriff’s Office – currently within budget
  
- Circuit Court –
  - 2021 Proposed Budget: Judge Ziegler
    - No significant changes to 2021 budget based off 2020 calculations.
      - Revenue: received a grant from the state that pays salaries, GAL, extra payment in 2020 that is not expected to be paid out in 2021, this will count as 2021 revenue.
      - Title 4 Revenue: expecting more revenue in 2021, new program for CHIPS cases and other cases involving minors, it will reimburse costs to the court for these cases, IE attorney fees. The last quarter of 2020 will not be paid out until 2021.
  
- Clerk of Courts –
  - 2021 Proposed Budget: Shirley Chapiewsky
    - Revenue: \$5,500 overall reduction
      - Passport Fee: Reduced the revenue number as the passport process has been cancelled due to COVID-19
      - SF341: Traffic tickets revenue has been increased by \$5,000
    - Expenses:
      - Reduced costs for Jury due to COVID-19, sending questionnaires out for pre-screening, only 1 jury trial a day to limit number of people in the courtrooms. First jury trial is going to be August 26<sup>th</sup>, 2020.
      - Reduced mediation fees

- Increase in telephone, cell phones have been added to the department due to COVID-19
    - Overall Department is ahead \$4,400
- Dispatch –
  - 2021 Proposed Budget: Randy Williams
    - Maintenance
      - Radio Maintenance and Tower Lease Agreements are going up.
    - Replacing Equipment
      - Need new tower equipment and batteries
        - Need new batteries for generators, replacing remainder of batteries in the 10 tower sites.
      - Need new microwave length from Tomah – one time replacement should last many years to come.
      - Need to replace base stations, money in budget in 2020 but would only replace one of them.
    - Increase in telephone, cell phone for Department head, this is included in 2021 budget.
    - Overall needing \$56,000 in maintenance/equipment updates and maintenance for 2021
    - Dispatch is currently fully staffed, but the eligibility list is exhausted (normally used for 6-9 months) looking to fill that list with new eligible people.
- Justice Department – Eric Weihe
  - 2020 Budget Review – 58.2% currently within his budget, down revenue due to COVID-19 but saved on expenses for training, conference etc.
  - 2021 Proposed Budget:
    - Drug Court:
      - Revolving Loan Fund pays for most of drug court, with the exception of training, mileage and conference.
      - MyEvolve - Case Management Software costs more than anticipated, so this increase will be budgeted for in 2021.
        - Ellie Bradford built this program for the Justice Department
        - App needed to help maintain this software and keep track of tasks through an app. This would be \$10 for each employee to add to the budget if approved by the County Administrator.
    - Additional Revenue from EMP anticipated. (Electronic Monitoring – ankle bracelet)
    - Drug Testing Revenue is decreased, approx. \$8,000 saved
  - Justice Programs Report:
    - Approx 10 inmates per month, normally would budget for 20 participants but with COVID-19 restrictions on court, delayed cases, etc, this brought the number down.
    - Approx 12-18 months on average to complete the process, and 5 phases of the program.
- Monroe County Sheriff's Office - Sheriff Revels
  - Revenue is down, but overall currently within budget for 2020.
  - Vacancy in Judge Ziegler's courtroom – Baliff

- Vacancy in the jail – corrections officer
- Currently we have 64 inmates in our jail.
- PerMar Contract has been amended – they now take temperatures, and ask screening questions to all who enter the Justice Center. This brings a \$1,400/month increase (\$3.80/hr) for approx. the next 5 months.
  - County has a new policy requiring employees, staff, law enforcement, and all visitors to go through the front doors of the Justice Center from the hours of 7:30am – 5pm during normal Per Mar hours of operation. They will be screened, have their temps taken, and go through the metal detector every day. Shoes are no longer needing to be removed during the screening process, if shoes set the sensors off, they will be wanded.
    - Corrections staff have additional screening before they go through booking into the jail.
    - Employees outside of the “normal” hours of operation are self-screening, taking temperatures, and reporting any changes in health.
  - Moved the metal detector arch a few inches, the outside door opening was setting off the sensor.
  - Combined Tactical Unit Training:
    - Refresher on Vehicle Assault Tactics
    - Next Training will be August 18<sup>th</sup> 2020
  - Reviewed K-9 report attached to Agenda Packet.
    - Fundraisers have been held this last month as well, chicken-q and a t-shirt/stuffed animal sales by outside entities (K-9 programs are mostly funded by donations)
- Emergency Management Monthly Report: Jared Tessman
  - PPE distribution is still in full swing, there is a shortage of gloves and masks
  - Teleconferences are down to Monday and Thursday during the week now, changed from every day.
  - After Action Reviews:
    - Completed one AAR, this is a requirement through the state for FEMA funding
  - Grant Funding preparation is almost complete
  - Current year grant funding is closing soon
  - 30% Salary Funding will go to a new LTE, hired on for 12 hours a week to assist with all Emergency Management Operations.
  - National Guard Testing Sites:
    - Working with Public Health and National Guard
    - 248 people came through this site in Tomah at the armory.
    - The National Guard will be working these testing sites through December.

- Deputy Geier's Squad:
  - Non-Lapsing Fund Line Item – there is money in this line item for the new squad, and the equipment needed for the new Squad, Chief Conroy proposes to bring this to Finance on August 19<sup>th</sup>, 2020 and would like to have a resolution or a budget adjustment by next month, it will take a few months to have the squad ready for the new Deputy.
    - Toni moves a motion to bring this to Finance on the 19<sup>th</sup>, 2<sup>nd</sup> by Remy
      - Money appropriation for Squad and Equipment for Squad
      - Motion carries 5-0
- Agenda items for Next Meeting: Nothing new at this time.
- Next Meeting Date/Time: [Monday, September 14<sup>th</sup>, 2020 @ 5:00pm](#)

Recorder  
Ally Rudie