PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE - Minutes 12-13-2021

* Call to Order – Wally called the meeting to order at 5pm.
* Roll Call - Wallace Habhegger, Adam Balz, Remy Gomez, Mark Nicholson, Toni Wissestad
  + Also Present: Sheriff Revels, Chief Deputy Weaver, Jared Tessman, Judge Todd Ziegler, Robert Smith, Michael Thompson, Eric Weihe
* Approval of Previous Meeting Minutes – November 8th , 2021

Motion to approve by Remy, 2nd by Toni

* + Motion carried – 5/5 present committee members
* Budget Reviews:
  + District Attorney
  + Clerk of Courts
  + Justice Department
  + Medical Examiner
  + Circuit Court
  + Dispatch
  + Sheriff’s Office
    - Committee Members see no issues with budgets this month and have no questions.

▪ Circuit Court-

ᵒ Line Item Transfer- Doctor Examinations are higher this year than expected, and Salary

budget needs to be increased due to payouts for a retired employee. GAL Fees are less

than budgeted and can cover overages in Doctor Examinations and payout to retired

employee. An invoice was received for letterhead to be taken out of office supplies and

with postage being over due to increase in sending out envelopes due to Covid, budget

needs to be increased.

Motion to approve by Toni, 2nd by Mark

Motion carried – 5/5 present committee members

▪ Medical Examiner-

ᵒ 2021 Budget Review – are over budget on mileage, will need to do a line item transfer for

this.

ᵒ Case Review – a total of 471 cases year to date, last year at this time we were at 402

cases. Cremations year to date are 327, up 57 from last year at this time.

ᵒ New Work Rules staffing –Sat down with Tina and Ed, and reconfigured Department work

rules. Current system was old and did not break down current hours, and some on call pay

for Deputies. Wages are a little low, had to stay within budget and not exceed budget. Will

go in effect January 2022. Biggest thing is it gives the on call deputy $2.00/hour, this will

address need for starters. Broke down calls over the last 2 years to keep them in budget

this is a starting point. This is a step up from where we were at, hopefully this will bring

more people in, and get more coverage. The next logical step will be to have the

Medical Examiner’s position full time. This is informational only for the committee this

was already approved by Tina. The Medical Examiner’s Office is part of the McGrath

Study.

* Justice Department-

ᵒ 2022Budget Adjustment- WI DOJ awarded our Office a $92,535.00 grant. Of that

$92,500.00, the state will contribute $69,401.00 to Monroe County while county

will match $23,134.00. Justice Program will use staff time to cover the entire

$23,134.00 match so no county dollars will be required. $60,000.00 will be used to

Fund Drug Court’s AODA and Mental Health Services contract and the remaining

$9,401.00 will be used for a variety of other line items. Other items will include paying

For non-county treatment court team members to attend trainings and trainings such as

Motivational interviewing ($7,700.00), office supplies ($1,000.00), and participant’s awards

(701.00).

Motion to approve by Remy 2nd by Mark

Motion carried – 5/5 present committee members

ᵒ 2021 Budget Review – EMP/Bond Monitoring Revenue is down. Are finally at 21

Participants on monitoring. Way under on collections will transfer money next month

from the Interest Income Budget, this has been Okayed with Tina. $25,000.00 over

revenue as of November 2021.

ᵒ Justice Program Report – 21 inmates out on EMP. Robyn McAlpine last day will be

December 27th. Kathy McArdie will be taking over Robyn’s position, this will leave one

opening for the department.

* Monroe County Sheriff’s Office –

ᵒ 2021 Budget Review- We are below on extraditions, talked with Captain Hendrickson to

transfer money. Patrol recruitment is below going to go up due to new employees. Will

make adjustments to cover. Contract Services is at 98.9% and this will take us through to

the end of the year, as we pay this 1 month in advance. Jail recruitment is below we have

plans to fix this next month.

ᵒ Credit Card Approval for Brittney Helbing-credit card-credit card for Deputy Helbing to be

used for office supplies/training and education.

Motion to approve by Mark 2nd by Toni

Motion carried – 5/5 present committee members

ᵒ Budget Adjustment-Sheriff-Transfer of fund from Jail Training to Sheriff Training for the

Purchase of training weapons, ammunition and protective gear. There was a lack of training

for the Jail due to Covid, and staffing issues.

Motion to approve by Toni 2nd by Remy

Motion carried – 5/5 present committee members

ᵒ Budget Adjustment-Jail-Requesting and increase to the Jail Assessment Medical Expense

Line in the amount of $29,300.00 due to the cost of required specific medications for

Inmates.

Motion to approve by Adam 2nd by Toni

Motion carried – 5/5 present committee members

* + Emergency Management –over the last month Hazmat Training has taken place, they have been going over new equipment. There has been no spills in the last month. EPCRA tabletop will take place on March 4th, 2022 @ 8:30 am at the Western Tech College. The training will be on train derailment. County Board members will be invited to observe and participate in this training. Has been going through training and working with Chief Deputy Weaver on the classes that he will need as well. The next 3 days will be attending training. Just finished up with the City of Tomah on their Emergency Plan, is working on updates with the City of Sparta. Closed out the Hazmat Grant today. Some equipment that has been purchased has been received, person protective equipment, will continue to purchase gear if we hire new people. Thermo imaging camera was purchased, also purchased an ammonia meter. Starting to purchase new radios, unable to get firmware on current radios. Purchased 3 radios now, and have 3 approved for next year’s budget, and 6 more will be purchased with the Hazmat Grant. Conducted a pre winter meeting with the Highway Department, Sheriff’s Office, and Dispatch. Radio communications is the biggest issue. Working to apply for funds to get new radios/technology. There is gaps in the system with highway repeaters.
  + Sheriff Comments – we are 3 positions down in Corrections, and maybe another position by the end of the year. Department of Training and Standards Committee is concerned that the number of extensions we have asked for, because of staffing issues, and back log with Covid. Maybe come up with an alternative to the month long training for corrections. Patrol is down 2 positions, recruitment is tough so many people that apply are wanting to be sponsored. We are running the process on Wednesday with 4 individual invited. There are not sending anymore of the 2021 squads, so this will roll over into next year. Court Security is moving forward, there are some locks that need to be replaced, and card readers that need to be added. About 2 months ago it was brought to our attention that we have a back log on DNA samples. Judge Radcliffe wants to head this program. We are working with the judges, Clerk of Courts, Tomah PD, and Sparta PD. We will have kits at the Police Departments. Need to expand hours that are available to make appointments for the collection of DNA. Bailiffs will plan on taking the samples in court after the Judge orders the DNA. There will be kits stored at the Tomah PD, Sparta PD, Cashton PD, and the Wilton PD. There are 3 different areas that we would like to use the APRA funds for. The first is asking for 12 new AED’s for the Deputies, the 2nd is to get body cams for the Correctional Officers, this would be a 5 year contract costing a total of $74,000.00. 3rd is for Emergency Management for a UTV and trailer for search and rescue, among other activities. Would like to have a UTV Patrol to work with the area UTV/ATV clubs. Cost of UTV/Trailer would be $40,000.00.
* Agenda Items for Next Meeting – Sheriff’s Office needs an additional 45 minutes-1 hour for presentation of awards.
* Next Meeting Date/Time – January 10th, 2022 @ 5pm.
* Adjourn – Wally adjourned the meeting at 6:18pm.

Recorded By:

Jaimie Zimmerman