

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
January 11, 2016

Members Present: James Kuhn, Rod Sherwood, Paul Steele, Craig Buswell, Wallace Habhegger, and Teddy Duckworth.

Members Absent: Carol Las

Also Present: Judge Ziegler, Sheriff Perkins, Peg Thorson, Toni Wissestad, Shelley Bohl, and Randy Williams.

James Kuhn called the meeting to order at 5:00 pm.

Review of the December 15, 2015 minutes. **Sherwood moved to approve the December 15, 2015 meeting minutes, second by Buswell. Motion carried (6-0).**

DISPATCH

Budget Review: Williams presented the current budget. Budget reviewed and discussed.

Radio Project Update Report: Ft. McCoy has made contact with Dispatch and they are in the process of developing an agreement that will improve interoperable communications as it relates to the new radio system. Microwave equipment delivery has been delayed; this will move back the install of the system from February into March 2016.

Radio System change order: Williams indicated no change.

JUSTICE DEPARTMENT

Budget Review: Peg Thorson presented the current budget. Budget reviewed and discussed.

Community Service Report: Thorson provided the monthly report and answered questions. CSW worker were out one at a time to help with snow removal at the Justice Department per rental contract. They also help remove snow for eligible participants through Senior Services.

Justice Programs Report: Report was provided by Thorson and discussed. Currently 13 enrolled/active in OWI Treatment Court, 1 entry pending, 19 graduated from the program as of January 2016, and 4 expulsions. 124 participants in the bond monitoring program. 102 actively monitored and not in jail at the end of December 2015, 13 total in jail again and 9 absconders. 38 written for formal violations in December. 102 new case files have been diverted year to date through the Monroe County Diversion Program.

SHERIFF

Budget Review: Sheriff Perkins presented the current budget. Budget reviewed and discussed. Sheriff Perkins noted that the K9 fund revenue is about \$10,000. A new K9 with training will cost \$13,500 and the Sheriff's Office should have that amount by summer.

New Revenue line item: Sheriff Perkins present a new line item. Blood draw reimbursement from the DA was place into the jail's budget. The reimbursement should be moved into patrol's budget. Duckwoth moved to approve, second by Habhegger. Motion carried (6-0)

Jail position reclassification: Sheriff Perkins presented a job positon reclassification to the committee. The request was for the establishment of an Assistant Jail Administrator position and the elimination of a Jail Sergeant position. The Assistant Jail Administrator would replace a current Jail Sergeant and would supervise the remaining three Jail Sergeants. Duties of the position include supervision, scheduling, safety, standards compliance, and overseeing contracted services. The elimination of a fulltime Jail Sergeant position in conjunction with this request assures that there will be no net increase in cost or employment numbers in the Sheriff's Department. Habhegger moved to approve, second by Sherwood. Motion carried (5-1)

Monthly Activities/Caseload Statistics: Written reports were provided and reviewed.

CIRCUIT COURT

Line item transfer: Judge Zeigler presented the line item transfer. Judge Zeigler explained that doctor examinations for Chapter 51, 55, and juvenile competency-to-proceed examination have exceeded the budgeted amount for 2015. Duckworth motion to approve, second by Sherwood. Motion carried (6-0)

Budget Adjustment: Judge Zeigler presented the budget adjustment. The 2015 revenue exceeded budgeted amounts for State Guardian Ad Litem payments, judicial reimbursement and reimbursement for doctor's evals, attorney/GAL fees, and fines/fees. The additional revenues are needed to help cover expense for attorney fees and GAL fees. Circuit Court also requested additional funds from the contingency fund. Duckworth move to approve as shown in the Budgetary Adjustment Sheet, second by Steele. Motion carried (6-0)

Budget Review: The current budget schedules were reviewed and discussed.

MEDICAL EXAMINER

Line item transfer: Wissestad presented the line item transfer. Laboratory & Toxic expense account was over due to the increase in rates for part of 2015. Steele move to approve, second by Buswell. Motion carried (6-0)

Budget Adjustment: Wissestad presented the budget adjustment. The number of cases for the Medical Examiner's Office were up for 2015 causing the salaries and fringe benefits lines to go over budget. Autopsies are over due to the increased number of cases investigated. Sherwood motion to approve, second by Habhegger. Motion carried (6-0)

Budget Review: The current budget schedules were reviewed and discussed

Case Load Statistics/Explanation of Assists: Report was presented and discussed.

CLERK OF CIRCUIT COURT

Budget Review: Budget reviewed and discussed.

DISTRICT ATTORNEY

Conference and Education was not presented.

Budget Review: The schedules were reviewed and discussed.

Case Load Statistics: Statistics were reviewed and discussed.

Agenda Items for Next Meeting: The committee would like the District Attorney to have someone present at the next meeting.

Next Meeting Date/Time: February 8, 2016 at 5:00 p.m.

Sherwood moved to adjourn at 6:40 p.m., second by Buswell. Motion carried (6-0).

Recorder
Thao Moua

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
February 8, 2016

Members Present: James Kuhn, Rod Sherwood, Craig Buswell, Wallace Habegger, Paul Steele, Carol Las, and Teddy Duckworth. Craig Buswell arrived at 5:05pm.

Members Absent: Teddy Duckworth and Wallace Habegger.

Also Present: Sheriff Perkins, Chief Deputy Robert Conroy, Peg Thorson, Randy Williams, Shirley Chapiewsky, and Judge Todd Zeigler.

James Kuhn called the meeting to order at 5:03 pm.

Review of the January 11, 2016 minutes. **Rod Sherwood moved to approve the January 11, 2016 meeting minutes, second by Paul Steele. Motion carried (4-0).** Buswell absent during vote.

CLERK OF CIRCUIT COURT

Budget Review: Shirley Chapiewsky presented the current budget schedules. Budget reviewed along with the budget adjustment.

Budget Adjustment: Chapiewsky presented a budget adjustment for the 2015 budget. 2015 revenue exceeded budgeted amounts in bail forfeitures, attorney fees, and guardian ad litem fees. The additional revenues are needed to cover expense line items that have exceeded budgeted amounts. The budget adjustment requests a reflection of increase in the following revenues: Bail Forfeitures \$5,635, Attorney Fees Due \$4,000, and Guardian Ad Litem Fees \$3,000. The expenditure accounts will then be increased as follows: Attorney fees \$4,000 and GAL Fees \$7,000. **Paul Steele moved to approve the budget adjustment as presented, second by Craig Buswell. Motion carried (5-0).**

CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

Line Item Transfer: Judge Ziegler presented a line item transfer for attorney fees that have exceeded the budgeted amount. \$3,952.98 is proposed to move into the attorney fees account. The money will be moved from the following accounts: Office Supplies \$1,572.41, Postage \$623.67, Printing \$216.21, Books/Publications \$288.21, Telephone \$1,002.02, Equipment Services \$288, and Doctor Examinations \$22.46. **Rob Sherwood made a motion to approve the line item transfer as presented, second by Paul Steele. Motion carried (5-0).**

Budget Adjustment: Judge Ziegler presented a budget adjustment for a 2015 revenue account that did not meet budgeted amounts for Probate Fees, Ch. 55 legal fees and GAL Chapter 54/55. The department is also requesting additional funds from the contingency fund to cover attorney fee overages. Revenue amounts will be reduced from the following: Probate Fees Due \$1,545.20, CH 55 Legal Fees \$200, and GAL Chapter \$27.50. The budget adjustment requests an increase in attorney fees by \$1,236.05 with the contingency fund being reduced by \$3,008.75. **Paul Steele moved to approve the budget adjustment as presented, second by Carol Las. Motion carried (5-0).**

SHERIFF

Budget Review: The current budget was presented by Robert Conroy. The budget was reviewed and discussed by the committee. Uniform allowance appears high but is due to payout to employees. A sniper scope was purchased for CTU so that is at 30%. An additional note on benefits that were budgeted for out-of-county transport but no salary, so the budget shows salaries as over. The Finance Director is looking into that.

Jail-New Inmate Banking Account Approval: Pulled from the agenda.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed. Bed rental was added to the monthly report by Chief Deputy Conroy. Out-of-county housing will exceed budgeted amounts due to delays in the building project. There are saving measures that are being utilized, such as using jailers for transports, in attempt to help the budget.

DISPATCH

Budget Review: The current budget was provided by Randy Williams. The budget was reviewed by committee members. On-call overtime and holiday are informational line items that reflect over budget. These are being utilized to track these expenses but are still fiscally responsible than utilizing full-time staff. When rolled up, the salaries are within budget.

Radio Project Update Report: Williams provided an update on the radio tower project, indicating work continues at Ft. McCoy and there is progress there. Williams also indicated that he is still waiting on microwave equipment to arrive, and will be visiting Communication Services in La Crosse to view new equipment when it does arrive.

Radio System Change Order: Williams presented a change order to cover the cost of gas for the new LP tanks at the towers sites. The vendor of the gas is Allied Co-op and the total is \$1,616.98, which is representative of four (4) bills. This change order does not require approval by the committee. Williams will also check with the Finance Director to see if these fees can come out of the 2015 budget.

Williams also updated the committee on a Communications Services invoice received for equipment, which includes shelters, generators, grounding, and ice bridges in the amount of \$160,733.30.

JUSTICE DEPARTMENT

Budget Review: Peg Thorson presented the current budget. The budget was reviewed and discussed.

Line Item Transfer: This has been pulled from the agenda.

Community Service Report: The report was provided by Thorson. Report discussed. The program is still working on coordinating a new facility move with the Sheriff.

Justice Programs Report: Report was provided by Thorson and discussed with members. May have an expulsion coming up. Overall, the diversion programs with self-pay saves bed days and money.

Thorson noted that bond monitoring is not a change programs; however, it increases community safety and increases court bond appearances. The bond EMP program quickly and swiftly holds the clients accountable. On a daily basis, the Justice Department five (5) employees oversee approximately 60 clients each. Additional employees would be beneficial and would also possibly allow for program expansion. Thorson will be approaching the County Administrator to review wages in an attempt to reduce the department turnover rate.

MEDICAL EXAMINER

Budget Review: The current budget schedules were reviewed.

Case Load Statistics/Explanation of Assists: Report was presented and discussed. Committee members questioned the accidental deaths. No explanation accompanied the report. The committee is requesting a report back on the information.

DISTRICT ATTORNEY

Conference and Education expense for 2015: A written report was presented by Darlene Pintarro on behalf of Lynn Kloety. Conferences and seminars have two (2) project codes, DV615 and DV620. Money was allocated under DV620; however, expenses were taken from DV615. This made it appear that the department was over budget. The finance department has corrected the issue by placing both DV620 and DV615 under the same "roll-up code" group. The 2016 budget eliminated the duplication of these budget lines.

Budget Review: The current budget schedules were reviewed.

Case Load Statistics: Case load statistics were reviewed and discussed.

Agenda Items for Next Meeting: Definition of accidental cases for Medical Examiner.

Next Meeting Date/Time: March 14, 2015 at 5:00 p.m.

Rod Sherwood moved to adjourn at 7:08 p.m., second by Paul Steele. Motion carried (5-0).

Recorder
Darlene Pintarro

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
March 14, 2016

Members Present: James Kuhn, Wallace Habegger, Craig Buswell, Paul Steele. Carol Las arrived at 5:07pm.
Members Absent: Teddy Duckworth and Rod Sherwood.
Also Present: Sheriff Perkins, Chief Deputy Robert Conroy, Randy Williams, Darlene Pintarro,

James Kuhn called the meeting to order at 5:04 pm.

Review of the February 8, 2016 minutes. **Wallace Habegger moved to approve the February 8, 2016 meeting minutes, second by Paul Steele. Motion carried (4-0).** Las was absent during the vote.

MEDICAL EXAMINER

Budget Review: The current budget schedules were reviewed.

Line Item Transfer: Jim Kuhn read from a letter from the Medical Examiner's office that a transfer was made at the February meeting with \$600 coming from the telephone expense line item and place in other line items to cover expenses. Following the approval of that action the telephone expense was short for a final 2015 payment, therefore requesting that this line item transfer be approved to pay that final invoice. **Paul Steele moved to approve the line item transfer, second by Craig Buswell. Motion carried (5-0).**

Case Load Statistics/Explanation of case report: February report was presented and discussed. January accidental cases were 1-Female who had fallen and suffered a fracture which was contributory to her death. And 2-A male subject who dies as a result of burn from a fire.

SHERIFF

Budget Review: The current budget was presented by Robert Conroy. The budget was reviewed and discussed by the committee. Board of prisoners is already at 55% in January. Probably already at 60-65% housing after February.

Budget Adjustment: Transport out-of-county salaries on-call were somehow taken out when the budget was made. Robert Conroy is sending an adjustment to Finance.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

Line Item Transfer: Robert Conroy explained that the transfer is to cover the Trial cost that occurred the week of 02/21/16 in Madison. **Paul Steele moved to approve the budget adjustment as presented, second by Craig Buswell. Motion carried (5-0).**

Credit Card Authorizations: New user credit cards for new Office Manager, Kelley Becker and Baliff, John Ruegg as he routinely travels out of county for background investigations. **Paul Steele moved to approve the budget adjustment as presented, second by Wallace Habegger. Motion carried (5-0).**

Sheriff Perkins is touring K9 facility tomorrow March 15, 2016 with Mike Geier, the new handler. Going with a German Shepherd breed.

DISPATCH

Budget Review: The current budget was provided by Randy Williams. The budget was reviewed by committee members. Randy explains that the bottom line looks high because he pays quarterly on the Time system.

Radio Project Update Report: Williams provided an update on the radio tower project, he's anticipating 4-6 sites up by April 20th with the rest of the sites going on-line by May 5th. In between these dates will be radio reprogramming and testing. Greenfield tower project has slowed down because Fort is figuring out what antennas

and equipment they want on it. Additional has an equipment delivery and install invoice for \$289,891 which puts the project at approximately 50%.

New Temporary Dispatch update: Installation of the new radio consoles is tomorrow (3/15/16) in the new temporary space in the new building. Dispatch move is scheduled for the week of March 28th.

Radio System Change Order: Williams presented a change order to cover the cost of communication services. Reimbursement for FCC Coordination Fees \$9,030. This cost is part of the invoice above. Since the change order was under \$10,000, it didn't have to be voted on.

JUSTICE DEPARTMENT

Budget Review: The budget was reviewed and discussed.

Community Service Report: The report was provided in writing by Thorson. Report discussed. Helped with snow removal, move boxes, and helped split wood for the parks department.

Justice Programs Report: Report was provided in writing by Thorson and discussed with members. Pay rate for Justice Specialist for Bond Monitoring and EM has been adjusted. Over-time line item is at 47% due to being down 3 open positions.

DISTRICT ATTORNEY

Budget Review: The current budget schedules were reviewed.

Case Load Statistics: Case load statistics were reviewed and discussed.

Line Item Transfer: Only a copy was available for review at the time for voting. The original needs to be signed by Jim Kuhn at the Finance Committee meeting. **Craig Buswell moved to approve line item and second by Wallace Habegger. Motion carried (5-0).** **

CLERK OF CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

**Office Manager for the District Attorney, Lynn Kloety arrived at 6:21 pm with the original Line Item Transfer document for signature from Jim Kuhn.

Agenda Items for Next Meeting: None

Next Meeting Date/Time: April 11, 2016 at 5:00 p.m.

Craig Buswell moved to adjourn at 6:26 p.m., second by Carol Las. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
April 11, 2016

Members Present: James Kuhn, Rod Sherwood, Craig Buswell, Paul Steele, and Carol Las

Members Absent: Teddy Duckworth

Also Present: Sheriff Perkins, Chief Deputy Robert Conroy, Randy Williams, Bob Treu, and Lynn Kloety came in at 6:35 pm.

James Kuhn called the meeting to order at 5:02 pm.

Review of the March 14, 2016 minutes. **Paul Steele moved to approve the March 14, 2016 meeting minutes, second by Carol Las. Motion carried (5-0).**

SHERIFF

K9 Resolution 12-14-04: Sheriff Perkins discussed and asked that the K9 resolution 12-14-04 to be revised or establish a new Resolution to have part of the yearly budget to be covered by the County instead of 100% donated funds. **Rod Sherwood moved to approve a new resolution to fund the K9 budget by \$10,000 of County Funds, second by Craig Buswell. Motion carried (5-0).**

Budget Review: The current budget was presented by Robert Conroy. The budget was reviewed and discussed by the committee.

Budget Adjustment: Robert Conroy explains that they are projected \$195,000 under the out-of-county housing budget due to the delay in the new justice center move in. **Paul Steele moved to approve the Budget Adjustment, second by Craig Buswell. Motion carried (5-0).**

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

Jail Staffing Agreement: The new Jail Staffing Agreement was presented by Robert Conroy and discussed. **Paul Steele moved to approve the new Jail Staffing Agreement, second by Rod Sherwood. Motion carried (5-0).**

Jail New Bank Account: The New Bank Account was presented by Robert Conroy and discussed. **Paul Steele moved to approve the new Jail Bank Account, second by Craig Buswell. Motion carried (5-0).**

DISPATCH

Budget Review: The current budget was provided by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. Plan to have four sites online around May 17, 2016 and then the rest of them online around June 2, 2016.

Radio System Change Order: Randy Williams states no Change orders at this time.

MEDICAL EXAMINER

Budget Review: The current budget schedules was reviewed.

Case Load Statistics/Explanation of case report: March report was presented and discussed.

JUSTICE DEPARTMENT

Budget Review: The budget was reviewed and discussed.

Community Service Report: The report was provided in writing by Thorson. Report was reviews and discussed.

Justice Programs Report: Report was provided in writing by Thorson and discussed with members.

CLERK OF CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

DISTRICT ATTORNEY

Budget Review: The current budget schedules were reviewed.

Case Load Statistics: Case load statistics were reviewed and discussed.

Credit Card Increase Authorization: Lynn Kloety reviewed reasons for the need to increase monthly spending limit from \$500 to \$5000. **Paul Steele moved to approve line item and second by Rod Sherwood. Motion carried (5-0).**

Agenda Items for Next Meeting: None

Next Meeting Date/Time: May 9, 2016 at 5:00 p.m.

Craig Buswell moved to adjourn at 6:50 p.m., second by Carol Las. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
May 9, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, Douglas Path, and Carol Las (arrived at 5:09 pm)

Members Absent: None

Also Present: Sheriff Perkins, Chief Deputy Robert Conroy, Randy Williams, Darlene Pintarro, John Smart, and Dave Bonifas.

Paul Steele called the meeting to order at 5:04 pm.

Review of the April 11, 2016 minutes. **Sherwood moved to approve the April 11, 2016 meeting minutes, second by Habegger. Motion carried (4-0). Las was absent during vote.**

Election of Vice Chair: Wallace Habegger nominated Rod Sherwood as Vice Chair. Second by Doug Path Motion carried (4-0). Las was absent at election.

Meeting time and date was discussed and will continue to work for everyone and will remain the same as the second Monday at 5:00 pm.

SHERIFF

EM Hazard Mitigation Plan Consultation: Darlene Pintarro introduced Dave Bonifas from the Mississippi River Regional Planning Commission. He explained the State required mitigation planning for 19 Natural Hazards that his Consultation Service can help the County with and the service can be funded by a grant. **Wallace moved to approve the submission of a letter that is supported by the Committee that needs to go with the grant. Second by Sherwood. Motion carried (5-0).**

Staffing: Sheriff Perkins is doing a cost analysis to add at least 3 or more jail positions and adding those positions into the Budget next year. May also be asking for a Patrol Sargent in the future because the demand for one is high.

K9 Resolution: Sheriff Perkins asked the committee whether to amend K9 resolution or just add the County contribution into the next budget and leave the resolution as is. The committee recommend putting the \$5,000 contribution into the next budget.

Budget Review: The current budget was presented by Robert Conroy. The budget was reviewed and discussed by the committee.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

DISPATCH

Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. Plan to have four to six sites online around May 17, 2016 and then the rest of them online around June 2, 2016 except for the Cataract site, which would follow in another month.

Radio System Change Order: Randy Williams states no Change orders at this time.

Williams added he will add to next month's agenda that they are looking for new representative from the County Board to the 911 Advisory Committee.

MEDICAL EXAMINER

Budget Review: The current budget schedules was reviewed.

Case Load Statistics/Explanation of case report: March report was presented and discussed.

Budget Adjustment: Toni asked for an adjustment because Shelly suggested to transfer from another account to keep the other account on track for the year. **Carol Las moved to approve, second by Rod Sherwood. Motion carried (5-0).**

JUSTICE DEPARTMENT

Budget Review: The budget was reviewed and discussed.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

CLERK OF CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

DISTRICT ATTORNEY

Budget Review: The current budget schedules were reviewed.

Case Load Statistics: Case load statistics were reviewed and discussed.

Agenda Items for Next Meeting: Chair asks that Dept. heads appear one at a time at the Public Safety & Justice committee meeting to tell the committee about what their departments do.

Next Meeting Date/Time: June 13, 2016 at 5:00 p.m.

Carol Las moved to adjourn at 7:27 p.m., second by Wallace Habegger. Motion carried (4-0). Path was absent at the time of adjournment.

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
June 13, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, Douglas Path, and Carol Las (arrived at 5:26 pm)

Members Absent: None

Also Present: Sheriff Perkins, Randy Williams, Darlene Pintarro, John Smart, Eric Weihe, Steve Dubberstein, and Judge Zeigler.

Paul Steele called the meeting to order at 5:03 pm.

Review of the May 9, 2016 minutes. **Sherwood moved to approve the May 9, 2016 meeting minutes, second by Path. Motion carried (4-0). Las was absent during vote.**

CIRCUIT COURT

Departmental Responsibility Review: Judge Zeigler reviewed everything that the Circuit Court does and how their budget impacts Monroe County and answered questions by the committee.

Budget Review: The current budget schedules were reviewed.

SHERIFF

Departmental Responsibility Review: Sheriff Perkins reviewed everything that the Sheriff's Office and its departments within does for the committee and answered questions by the committee.

K9 Account: Sheriff Perkins informed the committee about the policy request that will be brought to the Finance Committee and the County Board to have the K9 revenue to be available for K9 expenses after the end of the month instead at the end of each year.

Budget Review: The current budget was presented by Sheriff Perkins. The budget was reviewed and discussed by the committee.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed. Darlene Pintarro provided the EM activities for the first part of the year per Carol Las's request at last month's meeting.

DISPATCH

Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. Now have 5 towers up and running and due to have 3 to 4 more running soon. The schedule is testing radios at the present time.

Radio System Change Order: There is some radio coverage issues in Sparta and possibly in Tomah and want to plan on using left over funds from the project. Steve Dubberstein from Communication Services explained the extra expenses with the Fire Departments paging issues and a plan to fix the issues. **Sherwood moved to approve the change order for the Sparta tower contingent on Sparta Area Fire District giving up their radio programming credit to help cut cost. Second by Path. Motion carried (3-2).**

Williams informed the Committee of a small Change Order for more testing dates to make sure all radios are working because there has been some failing equipment and to add the Highway Department, which wasn't included into the original plan.

Appointment of the Committee Member to 911 Advisory Committee: Randy explained the Advisory Committee and asked which Public Safety Committee member wanted to volunteer to be on the Advisory Committee. Steele will volunteer for the Tomah meetings, and will ask that other Committee members make those that he can't.

MEDICAL EXAMINER

Budget Review: The current budget schedules was reviewed.

Case Load Statistics/Explanation of case report: March report was presented and discussed.

JUSTICE DEPARTMENT

Budget Review: The budget was reviewed and discussed.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

Director Vacancy: The committee discussed the retirement of the current Director and its position vacancy. Eric Weihe will be filling that position. Tara will be filling Eric's current position, leaving Tara's position vacant. Personnel is currently working on getting the OWI Treatment Court Case Manager vacancy listed.

CLERK OF CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

DISTRICT ATTORNEY

Budget Review: The current budget schedules were reviewed. Committee would like information to why the Victim Witness budget is above budget at 75% expended at the next meeting.

Case Load Statistics: Case load statistics were reviewed and discussed.

Next Meeting Date/Time: July 11th, 2016 at 5:00 p.m.

Carol Las moved to adjourn at 7:50 p.m., second by Wallace Habegger. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
July 11, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, Douglas Path, and Carol Las

Members Absent: None

Also Present: Sheriff Perkins, Rob Conroy, Randy Williams, Darlene Pintarro, Eric Weihe, Toni Wissestad, Lynn Kloety, Kevin Croninger, Steve Dubberstein, and Peggy Thorson.

Paul Steele called the meeting to order at 5:03 pm.

Review of the June 13, 2016 minutes. **Habegger moved to approve the June 13, 2016 meeting minutes, second by Las. Motion carried (5-0).**

DISTRICT ATTORNEY

Departmental Responsibility Review: Kevin Croninger reviewed and answered questions with the committee regarding the department's responsibilities. There are shortages on help and high workload in the office but are becoming more efficient and finding more ways to increase productivity.

Budget Review: The current budget schedules were reviewed.

Case Load Statistics: Case load statistics were reviewed and discussed.

DISPATCH

Departmental Responsibility Review: Randy Williams reviewed and answered questions with the committee regarding the department's responsibilities. He also provided his 2015 Dispatch Annual Report and explained statistics.

Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members. He adds that the 2017 budget will include more funding request to include the new Next Generation 911 System that will be State Wide by sometime in 2017.

Radio Project Update Report: Williams provided an update on the radio tower project. Now have 5 towers up and running and due to have 3 more up by this Thurs and/or Fri.

Radio System Change Orders: The Sparta and Tomah fire departments and EMT's are having coverage issues for their paging system for some buildings in the area. Randy spoke of some options to cover the change orders needed to fix coverage issues. He is asking for approval for the Sparta and Tomah paging coverage system change orders and funding it by withholding the radio upgrade refunds to the Sparta and Tomah fire and ambulance departments until the entire project is finished and see then what is left for radio upgrade refunds. These change orders are not to exceed \$40,500. **Sherwood moved to approve. Second by Habegger. Motion carried (4-1).**

MEDICAL EXAMINER

Departmental Responsibility Review: Toni Wissestad reviewed and answered questions with the committee regarding the department's responsibilities.

Budget Review: The current budget schedules was reviewed.

Case Load Statistics/Explanation of case report: June report was presented and discussed.

SHERIFF

Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee.

Budget Adjustment-EM: Darlene Pintarro explained that the department is receiving a Homeland Security grant for participating in Miles Paratus and will need to adjust the budget to accept the funds and pay from the funds. **Habhegger moved to approve the Budget Adjustment, second by Sherwood. Motion carried (5-0).**

Budget Adjustment-Sheriff: Rob Conroy explained that the department is receiving 2 OWI grants for equipment and will need to adjust the budget to accept the funds and pay from the funds. **Las moved to approve the Budget Adjustment, second by Path. Motion carried (5-0).**

K9 Expense Account: Sheriff Perkins asked for support from the committee members for the expense account policy changed put forth by Tina Osterberg in Finance. This policy change will help us pay K9 bills on a timely manner from our department. The way the fund is set-up now, greatly slows down and adds additional unneeded steps to get invoices paid.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

JUSTICE DEPARTMENT

Budget Review: The current budget was presented by Peggy Thorson and Eric Weihe. The budget was reviewed and discussed.

Line Item Transfer: Transferring funds to cover overtime because of multiple vacancies since the beginning of the year and cover additional supplies needed because of the uptick in numbers of the Bond Monitoring program. **Sherwood moved to approve, second by Las. Motion carried (5-0).**

Community Service Report: The report was provided in writing by Peggy Thorson and Eric Weihe. Report was reviews and discussed.

Justice Programs Report: Report was provided in writing by Peggy Thorson and Eric Weihe and discussed with members.

CLERK OF CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

CIRCUIT COURT

Budget Review: The current budget schedules were reviewed.

Next Meeting Date/Time: August 8th, 2016 at 5:00.

Agenda Items for next meeting: Each department is to provide a copy of their 2017 Budget and describe major changes from years past.

Sherwood moved to adjourn at 8:00 p.m., second by Habhegger. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
August 8, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habhegger, Douglas Path, and Carol Las

Members Absent: None

Also Present: Sheriff Perkins, Rob Conroy, Randy Williams, Darlene Pintarro, Eric Weihe, Toni Wissestad, Bob Smith, Lynn Kloety, Shirley Chapiewsky, Laura Endres, and Judge Zeigler.

Paul Steele called the meeting to order at 5:02 pm.

Review of the July 11, 2016 minutes. **Sherwood moved to approve the July 11, 2016 meeting minutes, second by Las. Motion carried (5-0).**

MEDICAL EXAMINER

YTD Budget Review: Toni Wissestand reviewed the current budget schedule. There are more drug related autopsies this year, hence is why a little over at this time.

2017 Budget Review: Toni Wissestad reviewed the departments 2017 Projected Budget.

Case Load Statistics/Explanation of case report: July report was presented and discussed. Teresa Isensee is hired as part time and is training at the moment.

CLERK OF CIRCUIT COURT

YTD Budget Review: Shirley Chapiewsky reviewed the current budget schedule.

2017 Budget Review: Shirley Chapiewsky reviewed the departments 2017 Projected Budget.

SHERIFF

YTD Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee.

New Jail Positions: Sheriff Perkins explained 3 new positions in the Jail needed for minimum coverage. It was already discussed over with the County Administrator and Personnel Director and they recommended the 3 positions. With the quantity of current staffing, they are currently not even utilizing the Huber Dorms. Ideally, 4 employees are needed but the County Administrator and Personnel Director says that it isn't even feasible. Rob Conroy reminded everyone that he had brought it to the Committee's and County Boards attention back in the planning stages of the new jail that there will be the need for more than 8 Jailers in the new jail. And added that the Jail tried the County Boards recommendation to at least try it with 8 Jailers, and has found that it is extremely unsafe in many ways for both Jailers and Inmates. Committee recommends that this seriously needs to be brought to the public and the County Board's attention regarding the information that they were given when they made a decision from all of the plans, and added that someone should be accountable for the misconception from the beginning.

Budget Adjustment-Sheriff: Rob Conroy explained the adjustment is to cover additional expenses of new vehicles priced more than expected. **Sherwood moved to approve the Budget Adjustment, second by Habhegger. Motion carried (5-0).**

Line Item Transfer: Ron Conroy explained that in order to use the SCAAP revenue, the funds will have to be moved to an expense fund. **Sherwood moved to approve the Line Item Transfer, second by Steele. Motion carried (5-0).**

2017 Budget Review: Rob Conroy reviewed the departments 2017 Projected Budget.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

DISPATCH

YTD Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. He reports that 8 are up and running. The Cataract tower should be up by the end of the month.

Radio System Change Orders: None at this time.

2017 Budget Review: Randy Williams reviewed the departments 2017 Projected Budget.

JUSTICE DEPARTMENT

YTD Budget Review: Eric Weihe reviewed the current budget schedule.

2017 Budget Review Eric Weihe reviewed the departments 2017 Projected Budget.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

CIRCUIT COURT

YTD Budget Review: Judge Zeigler reviewed the current budget schedule.

2017 Budget Review: Judge Zeigler reviewed the departments 2017 Projected Budget.

DISTRICT ATTORNEY

YTD Budget Review: Lynn Kloety Chapiewsky reviewed the current budget schedule.

2017 Budget Review: Lynn Kloety reviewed the departments 2017 Projected Budget.

Case Load Statistics: Case load statistics were reviewed and discussed.

Next Meeting Date/Time: September 12th, 2016 at 5:00.

Agenda Items for next meeting: Justice Department and Clerk of Courts Departmental Review

Las moved to adjourn at 8:17 p.m., second by Habhegger. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
Sept 12, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, and Douglas Path

Members Absent: Carol Las

Also Present: Rob Conroy, Randy Williams, Darlene Pintarro, Eric Weihe, and Shirley Chapiewsky.

Paul Steele called the meeting to order at 5:07 pm.

Review of the Aug 8, 2016 minutes. **Sherwood moved to approve the Aug 8, 2016 meeting minutes, second by Path. Motion carried (4-0).**

CLERK OF CIRCUIT COURT

Departmental Review: Shirley Chapiewsky explained to the committee everything that the department does and what their responsible for.

2017 Budget Review: Shirley Chapiewsky reviewed the changes to their department's 2017 Projected Budget. There is new information that the High Density Filing system isn't coming out of the Building Project anymore and her budget will have to cover it, the amount it \$99,220. Plus there are other smaller cost items.

YTD Budget Review: Shirley Chapiewsky reviewed the current budget schedule.

SHERIFF

YTD Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee. There was an additional vehicle purchased by a misunderstanding this past Spring without proper authorization. In the non-lapsing funds, there are enough funds in their account anyhow. A re-purposing of funds needs approval by the committee. **Sherwood moved to approve the payment for an additional squad car out of the non-lapsing fund not to exceed \$21,925.00, second by Path (4-0).**

Budget Adjustment-Sheriff: Ron Conroy explained that in order to use the SCAAP revenue, the funds will have to be moved to an expense fund. It was approved as a Line Item transfer last month but later found out that a Budget Adjustment must be done instead. Committee amended the Budget Adjustment from \$32,000 to \$16,000. **Habegger moved to approve the Budget Adjustment with amendment, second by Path. Motion carried (4-0).**

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

Line Item Transfer-EM: Darleen Pintarro explained that there are multiple accounts that have excess grant funds within Emergency Management and EPCRA accounts that will not be used. She requests to use these excess funds for Hazmat Supplies expense account to better utilize the funds. **Sherwood moved to approve the Budget Adjustment, second by Habegger. Motion carried (4-0).**

DISPATCH

YTD Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. Portland and Cataract towers is expected to be done by next week. Green tower is slowing moving along. The paging tower in Tomah is due to be put up soon.

Radio System Change Orders: None at this time.

JUSTICE DEPARTMENT

Departmental Review: Eric Weihe explained to the committee everything that the department does and what their responsible for.

YTD Budget Review: Eric Weihe reviewed the current budget schedule.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed. Committee doesn't think that it pays to send out a Supervisor with only one or two people doing community service. The program should be reevaluated and make community service mandatory to make it worth wild.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

MEDICAL EXAMINER

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: August report was presented and discussed.

CIRCUIT COURT

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

DISTRICT ATTORNEY

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: Case load statistics were reviewed and discussed.

Next Meeting Date/Time: October 10th, 2016 at 5:00.

Agenda Items for next meeting: The committee would like the K9 Deputy to make an appearance to explain the reports and would like to see statistics every month.

Sherwood moved to adjourn at 7:40 p.m., second by Path. Motion carried (4-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
Oct 10, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, and Douglas Path
Members Absent: Carol Las
Also Present: Rob Conroy, Michael Geier, Randy Williams, Eric Weihe, and Shirley Chapiewsky.

Paul Steele called the meeting to order at 5:00 pm.

Review of the Sept 12, 2016 minutes. **Sherwood moved to approve the Sept 12, 2016 meeting minutes, second by Path. Motion carried (4-0).**

SHERIFF

K9 Activity Report: Deputy Michael Geier explained to the committee of what his monthly activity report means and answered questions of the committee. Since the dog has been implemented in May, YTD there has been 81 occurrences that the dog has been used.

YTD Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee. There are a few accounts under estimated in wages for Transport and Reserve and will have to cover it in their budget somehow by the end of the year.

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

CLERK OF CIRCUIT COURT

YTD Budget Review: Shirley Chapiewsky reviewed the current budget schedule. She is over budget on Jury expenses due to the 2 large Jury trials this past month. They are over budget on Interpreters expenses too.

Resolution: Shirley Chapiewsky presented a Resolution that will allow them to work with the WI Department of Revenue to try to collect bad debt through State Debt Collection program. **Habegger moved to approve the Resolution, second by Sherwood. Motion carried (4-0).**

DISPATCH

YTD Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams provided an update on the radio tower project. All towers are up and running as of 9/28/16 and have good reports. Testing will be done within the week and can supply a report when complete. There was equipment damaged estimated at \$105,000 with the combination of heavy rains and the ground grading that was changed with the on-going construction around the radio tower. An insurance claim will be filed in hopes to cover the damages. Green tower is slowing moving along. Another study will be completed soon.

Radio System Change Orders: None at this time.

JUSTICE DEPARTMENT

YTD Budget Review: Eric Weihe reviewed the current budget schedule. The drug testing is over budget but the roll-up code under budget.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed. Eric doesn't foresee the Huber Community Service will be available after Phase 2 because the Jail is at capacity right now and the Huber dorms are being used right now for inmates.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

MEDICAL EXAMINER

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: August report was presented and discussed.

CIRCUIT COURT

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

DISTRICT ATTORNEY

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: Case load statistics were reviewed and discussed.

Next Meeting Date/Time: November 14th, 2016 at 5:00.

Agenda Items for next meeting:

Habegger moved to adjourn at 6:56 p.m., second by Sherwood. Motion carried (4-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
Nov 14, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habhegger, Carol Las, and Douglas Path
Also Present: Scott Perkins, Rob Conroy, Randy Williams, Eric Weihe, Judge Ziegler, and Shirley Chapiewsky.

Paul Steele called the meeting to order at 5:04 pm.

Review of the Oct 10, 2016 minutes. **Sherwood moved to approve the Oct 10, 2016 meeting minutes, second by Path. Motion carried (5-0).**

CIRCUIT COURT

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Budget Adjustment: Judge Ziegler explained that the Attorney's fees were under budget because there's been significant fees that were high for a few different cases this year even though the case numbers are lower this year. **Las moved to approve the Budget Adjustment, second by Habhegger. Motioned carried (5-0).**

CLERK OF CIRCUIT COURT

YTD Budget Review: Shirley Chapiewsky reviewed the current budget schedule. She is over budget on Jury expenses due to the 2 large Jury trials this past month. They are over budget on Interpreters expenses too.

Budget Adjustment: Shirley explained that there a several revenue accounts that are over budgeted and several expenditure accounts that are over budget. This is to take the excess funds and put it in the expenditure accounts. **Sherwood moved to approve the Budget Adjustment, second by Habhegger. Motioned carried (5-0).**

SHERIFF

YTD Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee. There are a few accounts under estimated in wages for Transport and Reserve and will have to cover it in their budget somehow by the end of the year.

Line Item Transfer Sheriff: The electricity budget is low by an approximate \$120.00 to cover the remaining of the year. There is a new freezer kept out at the impound that hasn't been there in the past and additional lighting. **Sherwood moved to approve the Line Item Transfer, second by Habhegger. Motion carried (5-0).**

Line Item Transfer Jail: The Transport Officers' salaries were under budget for 2016. There was no salaries originally budgeted at the beginning of the year. Several months into the year, there was money put into the salaries, but not enough to cover the whole year. **Habhegger moved to approve the Line Item Transfer, second by Sherwood. Motion carried (5-0).**

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

DISPATCH

YTD Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Line Item Transfer: Needed to cover the cost of few new chairs and use the Training budget for that. **Las moved to approve the Line Item Transfer, second by Path. Motion carried (5-0).**

Radio Project Update Report: Williams described of some safety concerns that was recently brought up regarding the radio tower at the Justice Center. There was a group that gathered to talk about what corrections that can be

done and the least amount in cost. He was looking for the committee's input on the issue. The committee would like to see some cost estimates on all options.

Radio System Change Orders: There are two adjustments. Adjustment 18 is to cover radio reprogramming and testing. Adjustment 19 is to add direct recording capabilities for eight channels from Ridgeville. No action needed.

JUSTICE DEPARTMENT

YTD Budget Review: Eric Weihe reviewed the current budget schedule. The budget was reviewed by committee members.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed. Eric discussed how the community service works with the courts, DA, and the Jail and different options that they're looking at to get more participation.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

MEDICAL EXAMINER

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: August report was presented and discussed.

DISTRICT ATTORNEY

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: Case load statistics were reviewed and discussed.

Next Meeting Date/Time: December 12th, 2016 at 5:00.

Agenda Items for next meeting:

Las moved to adjourn at 7:12 p.m., second by Habhegger. Motion carried (5-0).

Recorder
Kelley Becker

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
MEETING MINUTES
Dec 12, 2016

Members Present: Paul Steele, Rod Sherwood, Wallace Habegger, Carol Las, and Douglas Path
Also Present: Scott Perkins, Rob Conroy, Randy Williams, and Lynn Kloety.

Paul Steele called the meeting to order at 5:06 pm.

Review of the Nov 14, 2016 minutes. **Sherwood moved to approve the Nov 14, 2016 meeting minutes, second by Path. Motion carried (4-0). Las was absent at the time of approval.**

DISPATCH

YTD Budget Review: The current budget was presented by Randy Williams. The budget was reviewed by committee members.

Radio Project Update Report: Williams described that the inspection went well on the tower. On the insurance claim, the equipment was inspected and came back as faulty by the flood and will be filing a claim. The tower fencing quotes are still coming in. There have been no coverage issues or complaints on the new radio coverage.

State Land Mobile Radio Committee: Williams has been asked to be on the committee representing the West Central region to help resolve inoperability communication channels. Has spoken with Cathy Schmidt prior to her leaving and she was ok with it.

SHERIFF

YTD Budget Review: The current budget was presented by Rob Conroy. The budget was reviewed and discussed by the committee.

Huber Bank Account: Conroy explained that there is no longer for a use for the bank account. Would like to close the account. If there are Huber's in the future, the new financial system will be able to control the Huber Accounts. **Sherwood moved to approve to close the Huber Bank Account, second by Path. Motion carried (5-0).**

Line Item Transfer Jail: The Reserves salary line has a small budget at the beginning of the 2016 budget. Now that it's apparent of how much the budget will end up at, a transfer can be done to cover the 2016 salaries. **Path moved to approve the Line Item Transfer, second by Las. Motion carried (5-0).**

Line Item Transfer Extradition: There have been above average Extraditions this year. Have some invoices we haven't paid because of underestimated budget. **Sherwood moved to approve the Line Item Transfer, second by Las. Motion carried (5-0).**

Jail Safety & Warranty Issues: Sheriff Perkins explained that since the move in, there have been several issues with several facility and structural flaws that continue to be unresolved. There is a warranty discrepancy where the manufacturer, builder, architecture, and Kurt Marshall are all saying that it isn't a warranty issue. There is a big safety issue with employees and need to get it fixed before this gets solved. The committee advised the Sheriff to add this to the Justice Committee Building agenda and to fix what needs to be fixed and will iron out the details later to whom is responsible. Paul Steele will be bringing up all of the issues to Cedric Schnitzler as well.

State Debt Collection Resolution: Conroy explained the current State Debt Collection program. The same program that the Clerk of Courts brought forward to the committee in October as a Resolution. After the topic was added to the agenda, it was discovered that the Sheriff's Office does not need a resolution because of the State Statues. **No motion needed at this time.**

Monthly Activities/Caseload Statistics: Written reports provided and reviewed.

JUSTICE DEPARTMENT

YTD Budget Review: Eric Weihe reviewed the current budget schedule. The budget was reviewed by committee members.

Community Service Report: The report was provided in writing by Eric Weihe. Report was reviews and discussed. Eric discussed how the community service works with the courts, DA, and the Jail and different options that they're looking at to get more participation.

Justice Programs Report: Report was provided in writing by Eric Weihe and discussed with members.

MEDICAL EXAMINER

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Case Load Statistics: August report was presented and discussed.

CIRCUIT COURT

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

CLERK OF CIRCUIT COURT

YTD Budget Review: Shirley Chapiewsky reviewed the current budget schedule. She is over budget on Jury expenses due to the 2 large Jury trials this past month. They are over budget on Interpreters expenses too.

DISTRICT ATTORNEY

YTD Budget Review: The committee reviewed and discussed the current budget schedule.

Line Item Transfer: Some expenses are over because of the homicide trial in September and need to cover them from other expense lines. **Las moved to approve the Line Item Transfer, second by Sherwood. Motion carried (4-0). Habegger was absent at the time of the motion.**

Case Load Statistics: Case load statistics were reviewed and discussed. The Attorneys are over worked and could use a Paralegal(s). The state won't supply any more attorneys. Everyone in the office is over worked.

Next Meeting Date/Time: January 9th, 2016 at 5:00.

Agenda Items for next meeting: N/A

Sherwood moved to adjourn at 7:57 p.m., second by Path. Motion carried (4-0). Habegger absent during Motion.

Recorder
Kelley Becker