

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: July 8, 2009
Time: 4:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - June 10, 2009
- Closed session pursuant to Wis. Stats. 19.85(1)(c) to conduct department head evaluation (Emergency Management)
- Closed Session pursuant to Wis. Stats. 19.85(1)(c) to conduct department head evaluation (Medical Examiner)
- Closed Session pursuant to Wis. Stats. 19.85(1)(c) for end of probation evaluation (Dispatch)
- Closed Session pursuant to Wis. Stats. 19.85(1)(c) for end of probation evaluation (Sheriff)
- Building Update/Action
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
 - Wood Sales Price Discussion/Action
 - Petty Cash Fund Discussion/Action
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
 - County Employee Safety Committee Report
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
 - Additional Positions Discussion/Action
- Dispatch
 - Approve Vouchers
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - Squad Maintenance Discussion
 - E911 Grant Discussion
 - Discussion Regarding Dispatch/Director's Position/Action
 - Justice Center Discussion
 - Jail Staffing Discussion
 - Courthouse Security Discussion
- Circuit Court
 - Approve Vouchers
- Clerk of Courts
 - Approve Vouchers
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
- Adjourn

Robert Retzlaff, Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
July 8, 2009

Members Present: Bob Retzlaff, Pete Peterson, Rick Irwin, Carol Las, Chuck Schwarz, Chuck Bluske, Bruce Humphrey

Members Absent: None

Also Present: Sheriff Dennis Pedersen, Lisa Josvai, Peggy Thorson, Lynn Kloety-Jamesson, Cindy Struve, Toni Eddy, Dennis Hubbard, Rob Conroy, Sheila Brookins

Chair Robert Retzlaff called the meeting to order at 4:00 p.m.

Bluske moves to approve the June 10, 2009 meeting minutes, Second by Humphrey. Motion carried (6-0). Las entered meeting.

Bluske moves to go into closed session pursuant to Wis. Stats. 19.85(1)(c) to conduct department head evaluation (Medical Examiner) & (Emergency Management) and end of probation evaluation (Dispatch) & (Sheriff), Second by Irwin. Roll Taken (7-0).

Bluske moves to go into open session, Second by Humphrey. Roll Taken (7-0).

Building Update/Action: Baird was retained as financial advisors and they were approved to bid, if they desire. The \$900,000 loan was approved. The Fire Chief has reviewed the plans. Adjustments to bids were discussed. The next meeting is Friday, July 10th.

JUSTICE DEPARTMENT

Peggy Thorson presented department vouchers in the amount of \$1,691.69 and \$69.77 for credit card. Irwin moved to approve, Second by Las. Motion carried (7-0).

Community Service Report/Court Service Report: Provided.

Wood Sales Price Discussion/Action: Withdrawn.

Petty Cash Fund Discussion/Action: Irwin moved to close the petty cash fund, Second by Peterson. Motion carried (7-0).

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$5,166.38. Irwin moved to approve, Second by Schwarz. Motion carried (7-0).

Review Monthly Department Activities: Report Provided.

County Employee Safety Committee Report: Discussed. This matter will be forwarded to the Personnel Committee to review who the County Safety Officer should be.

DISTRICT ATTORNEY

Lynn Kloety-Jamesson presented department vouchers in the amount of \$1,489.17 (DA) and \$345.49 (VW). Humphrey moved to approve, Second by Las. Motion carried (7-0).

Caseload Statistics: Provided.

Additional Positions Discussion/Action: Peterson moved to approve the Investigator and Paralegal positions, Second by Irwin. Motion carried (6-1). Humphrey opposed.

DISPATCH

Dennis Pedersen presented department vouchers in the amount of \$114.79. Schwarz moved to approve, Second by Humphrey. Motion carried (7-0).

SHERIFF

Dennis Pedersen presented department vouchers for administration (\$9,302.17), drugs (\$0), narcotics (\$0) and jail (\$11,416.77). Bluske moved to approve, Second by Humphrey. Motion carried (7-0).

Overtime/Caseload Statistics: Provided and Discussed.

Squad Maintenance Discussion: Request for bids will be sent out.

E911 Grant Discussion: State has diverted the E911 funds.

Discussion Regarding Dispatch/Director's Position/Action: Sheriff advises that Mark Loether works as an on-call/part-time status. Discussion.

A brief break was held.

Justice Center Discussion:

Jail Staffing Discussion: Jail Staffing Letter Provided and Discussed.

Courthouse Security Discussion: Discussed.

CIRCUIT COURT

Department vouchers were presented in the amount of \$6,510.53.

CLERK OF COURTS

Department vouchers were presented in the amount of \$5,768.93.

MEDICAL EXAMINER

Department vouchers were presented in the amount of \$5,539.32. Bluske moved to approve the vouchers for Circuit Court, Clerk of Courts and Medical Examiner, Second by Humphrey. Motion carried (7-0).

Bluske moved to adjourn at 6:23 p.m., Second by Humphrey. Motion carried (7-0).

Recording Secretary
Cindy Culpitt

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: August 12, 2009
Time: 4:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - July 8, 2009
- Closed Session pursuant to Wis. Stats. 19.85(1)(c) for end of probation evaluation (District Attorney)
- Building Update/Action
- Circuit Court
 - Approve Vouchers
 - 2010 Budget Discussion/Approval
- Clerk of Courts
 - Approve Vouchers
 - 2010 Budget Discussion/Approval
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
 - 2010 Budget Discussion/Approval
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
 - 2010 Budget Discussion/Approval
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
 - 2010 Budget Discussion/Approval
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
 - 911/Dispatch Overlap Discussion/Action
 - 2010 Budget Discussion/Approval
- Dispatch
 - Approve Vouchers
 - 2010 Budget Discussion/Approval
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - Discussion Regarding Dispatch/Director's Position/Action
 - 2010 Budget Discussion/Approval
- Discussion Regarding Dispatch/Director's Position/Action
- Adjourn

Robert Retzlaff,
Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
August 12, 2009

Members Present: Bob Retzlaff, Pete Peterson, Rick Irwin, Chuck Schwarz, Chuck Bluske, Bruce Humphrey, Carol Las

Members Absent:

Also Present: Sheriff Dennis Pedersen, Lisa Josvai, Penny Brueggen, Shirley Chaplewsky, Peggy Thorson, Denise Secrist, Lynn Kloety-Jamesson, Cindy Struve, Media

Chair Robert Retzlaff called the meeting to order at 4:00 p.m.

Bluske moves to approve the July 8, 2009 meeting minutes, Motion fails for lack of second. Las arrived at 4:08 pm.

Las moves to amend the minutes to reflect that Mark Loether is working on a part time/on call status, Second by Peterson. Motion carried (7 - 0).

Bluske moves to approve the July 8, 2009 minutes as amended, Second by Peterson. Motion carried (6-1) Irwin opposed.

Schwarz moves to go into closed session pursuant to Wis. Stats. 19.85(1)(c) to conduct end of probation evaluation (District Attorney), Second by Humphrey. Roll Taken (7-0).

Bluske moves to go into open session, Second by Humphrey. Roll Taken (7-0).

Building Update/Action: Schwarz advises that final drawings and bids are all due in September with the plans being presented to the full County Board on September 30, 2009. The land owner is very receptive to an easement. Alternate bids were discussed. Interior design was discussed at the design meetings in the morning. The next building committee meeting is August 21, 2009.

CIRCUIT COURT

Denise Secrist presented department vouchers in the amount of \$9,085.47. Humphrey moved to approve, Second by Peterson. Motion carried (7-0).

2010 Budget Discussion/Action: With the additional position expenses and the additional revenue generated from the 3rd judge, about \$4,700 is requested as increased levy money from 2009. Peterson moves to approve the 2010 budget as presented and forward to Finance, Second by Bluske. Motion carried (7-0)

CLERK OF COURTS

Shirley Chaplewsky presented department vouchers in the amount of \$15,584.33. Bluske moved to approve, Second by Schwarz. Motion carried (7-0).

2010 Budget Discussion/Approval: The proposed budget reflects an increase of about \$50,000 in levy money from 2009 due to new positions. Shirley was asked to review her budget for potential cuts. Peterson moves to approve the 2010 budget as changed by Shirley, plus funding for the new position and forward to Finance, Second by Humphrey. Motion carried (7-0).

MEDICAL EXAMINER

Penny Brueggen presented department vouchers in the amount of \$3,712.50. Peterson moved to approve, Second by Bluske. Motion carried (7-0).

Caseload Statistics: Provided.

2010 Budget Discussion/Approval: The proposed budget reflects a decrease in levy money from 2009. Humphrey moves to approve the 2010 budget as presented and forward to Finance, Second by Irwin. Motion carried (7-0)

JUSTICE DEPARTMENT

Peggy Thorson presented department vouchers in the amount of \$2,179.49 and \$234.84 for credit card. Bluske moved to approve, Second by Humphrey. Motion carried (7-0).

Community Service Report/Court Service Report: Provided and Discussed.

2010 Budget Discussion/Approval: Two budgets were provided, one includes the purchase of a van which is an increase of about \$33,000 in levy money from 2009 and the second budget provides for a \$0 increase in levy money from 2009 which does not include the purchase of a van. Humphrey moves to approve the 2010 budget without the van purchase and forward to Finance, Second by Peterson. Motion carried (6-1) Schwarz opposed.

DISTRICT ATTORNEY

Lynn Kloety-Jamesson presented department vouchers in the amount of \$1,980.71 (DA) and \$152.27 (VW). Humphrey moved to approve, Second by Bluske. Motion carried (7-0).

Caseload Statistics: Provided.

2010 Budget Discussion/Approval: The proposed budget reflects an increase of about \$80,000 in levy money from 2009 due to new positions. Irwin moves to approve the 2010 budget as presented with a \$0 increase plus the new position funding and forward the same to Finance, Second by Humphrey. Motion carried (7-0).

A brief break is held.

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$357.37. Bluske moved to approve, Second by Las. Motion carried (7-0).

Review Monthly Department Activities: Report Provided.

911/Dispatch Overlap Discussion/Action: Discussed. EM and Sheriff will explore duplication of address inputting.

2010 Budget Discussion/Approval: The proposed budget reflects no change to the levy money from 2009. Bluske moves to approve the 2010 budget as presented and forward the same to Finance, Second by Schwarz. Motion carried (7-0).

DISPATCH

No voucher was provided for approval.

2010 Budget Discussion/Approval: The proposed budget reflects an approximate increase of \$36,000 or 3.7% to the levy money from 2009. Humphrey moves to approve the 2010 budget as presented and forward the same to Finance. Motion fails for lack of a second. Humphrey moves to approve the 2010 budget as presented and forward the same to Finance, Second by Peterson. Motion carried (4-3) Las, Irwin & Retzlaff opposed.

A brief break was held.

SHERIFF

Dennis Pedersen presented department vouchers for administration (\$6,015.89), drugs (\$0), narcotics (\$0) and jail (\$74,989.84). Bluske moved to approve, Second by Irwin. Motion carried (7-0).

Overtime/Caseload Statistics: Provided.

Discussion Regarding Dispatch/Director's Position/Action: Discussed above and will be discussed below.

2010 Budget Discussion/Approval: The grant for an EMP position was not awarded. The proposed budget reflects the new bailiff due to the 3rd judge and a substantial increase in out of county housing. The entire budget shows an increase of approximately \$307,798 or 5.9% to levy money from 2009. If the proposed budget for out of county housing was increased 0%, the overall budget would only increase by approximately \$11,000. Irwin moves to approve the 2010 budget as changed by Dennis and forward the same to Finance, Second by Humphrey. Motion carried (6-1). Peterson opposed.

DISCUSSION REGARDING DISPATCH/DIRECTOR'S POSITION/ACTION: Schwarz recommends representatives from all emergency services are allowed to voice their opinion. The September meeting of this committee will meet at 3:00 to discuss this in depth.

Bluske moved to adjourn at 8:03 p.m., Second by Irwin. Motion carried (7-0).

Recording Secretary
Cindy Culpitt

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: September 9, 2009
Time: 3:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - August 12, 2009
- Discussion Regarding Dispatch/Director's Position
- Closed session pursuant to Wis. Stats. 19.85(1)(c) to discuss end of probation (Sheriff)
- Building Update/Action
- Justice Center Moratorium Discussion/Action
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
 - Round 5 Interoperability Grant Discussion/Action
 - Replacement of SCBA Bottles Discussion/Action
- Dispatch
 - Approve Vouchers
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - Request to have committee member participate in Interviews
 - Additional Line Items (Reserve & Transport) Discussion/Action
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
- Circuit Court
 - Approve Vouchers
- Clerk of Courts
 - Approve Vouchers
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
- Adjourn

Chuck Schwarz,
Vice Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
September 9, 2009

Members Present: Rick Irwin, Chuck Schwarz, Chuck Bluske, Carol Las, Pete Peterson arrived at 3:50 pm., Bruce Humphrey arrived at 3:55 pm

Members Absent: Rob Retzlaff

Also Present: Sheriff Dennis Pedersen, Chief Deputy Lisa Josvai, Lt. Dave Kuderer (Sparta PD), Bob Hess (Sparta Ambulance), Bill Rezin (Warrens FD), Pat Deethardt, Richard Laxton, Mike Arnold (Sparta Rural FD), Lynn Kloety-Jamesson, Kim Mantzke, Darlene Pintarro, Cindy Struve, Sherri Linenberg, Ken Kittleson, Kevin Decorah (Tomah FD), Bob Janovick, Jeff McDonald (Wilton Ambulance), Lawrence Johns (Wilton Ambulance), Jody Allen (Tomah Ambulance), Lt. Ron Waddell (Tomah PD), Peggy Thorson, Kathy Hehn, Dennis Hubbard,

Vice Chair Chuck Schwarz called the meeting to order at 3:01 p.m.

Bluske moves to approve the August 12, 2009 meeting minutes, Second by Irwin. Motion carried (4-0).

Discussion Regarding Dispatch/Director's Position: Kuderer read a letter drafted by Chief Kass supporting a separate department. Rezin supports department under the Sheriff. Hess' indicates that in the last several months, his department has had no concerns, wherein previously they had numerous complaints, sometimes daily. Arnold further indicates the last several months he has had minimal complaints. Johns concerned the Sheriff's Department would be favored by Dispatch under different management, not the current management. Allen supports a separate department. Decorah supports a separate department. Waddell, on behalf of Chief Revels, supports a separate department. The biggest concern is that the current Sheriff management would do a good job running the Dispatch Center, however, future management is an unknown and that is the concern. Pedersen supports Dispatch under the Sheriff's Department as it is done with 83% of Wisconsin's counties. Pintarro (Dispatch Union President) indicates the Dispatchers were and continue to know their job and work professionally and the oversight by the Sheriff's Department has been minimal. Mantzke (Dispatch Union Secretary) indicates the department has been running independently or with little supervision, even under the Sheriff.

Bluske moves to go into closed session pursuant to Wis. Stats. 19.95(1)(c) to discuss end of probation (Sheriff), Second by Irwin. Roll Taken (4-0)

Irwin moves to go into open session, Second by Bluske. Roll Taken (4-0)

Building Update/Action: Hubbard reviewed the August 21st minutes for the committee. The committee next meets September 11, 2009. Las asked why bids are only out for 2 weeks. Schwarz indicated that decision was made by Market Johnson. Irwin asked how bids can be requested when there isn't a building permit issued or ground breaking date set. Las indicates she spoke with someone with the La Crosse County project and their bids were out for 5 weeks.

Justice Center Moratorium Discussion/Action: The Resolution was approved by and will be submitted by the Administrative Committee to the full County Board. Peterson arrived at 3:50 pm. Humphrey arrived at 3:55 pm. Peterson advised of the discussion of the Resolution and the amendments that were proposed at the Administrative Committee. Peterson moves to accept the Resolution for a two year moratorium on the building of the Justice Center as presented, Second by Humphrey. Las believes this motion is out of order as no one had a copy of the Resolution before the meeting and it was not duly noted on the Agenda that a Resolution would be acted on. A break was held to confer with Corporation Counsel. Per Corporation Counsel, the motion is not out of

order. Peterson called to question whether a vote could be made, Second by Bluske. Motion carried (6-0). Original Motion carried (3-2) Bluske & Schwarz opposed, Las abstained.

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$201.30. Humphrey moved to approve, Second by Irwin. Motion carried (6-0).

Review Monthly Department Activities: Monthly activities discussed.

Round 5 Interoperability Grant Discussion/Action: Tabled to next month.

Replacement of SCBA Bottles Discussion/Action: Tabled to next month for a formal bid to be received.

DISPATCH

No new voucher was provided for approval. Peterson moved to approve the bills already paid, Second by Irwin. Motion carried (6-0).

SHERIFF

Dennis Pedersen presented department vouchers for administration (\$7,798.53), drugs (\$0), narcotics (\$14.00) and jail (\$79,026.10). Bluske moved to approve, Second by Irwin. Motion carried (5-1). Humphrey opposed due to large ambulance bill.

Overtime/Caseload Statistics: Provided.

Request to have committee member participate in Interviews: Interviews to be held on September 22nd at the Personnel office, beginning at 8:00 am. Irwin to participate.

Additional Line Items (Reserve & Transport) Discussion/Action: Peterson moves to add line items, for Reserve and Transport salaries, fringe benefits and workers compensation, Second by Las. Motion carried (6-0).

DISTRICT ATTORNEY

Lynn Kloety-Jamesson presented department vouchers in the amount of \$1,034.13 (DA) and \$90.55 (VW). Bluske moved to approve, Second by Irwin. Motion carried (6-0).

Caseload Statistics: Provided.

JUSTICE DEPARTMENT

Department vouchers were presented in the amount of \$1,669.25. Irwin moved to approve, Second by Bluske. Motion carried (6-0).

Community Service Report/Court Service Report: Provided.

CIRCUIT COURT

Department vouchers were presented in the amount of \$10,020.44. Irwin moved to approve, Second by Bluske. Motion carried (6-0).

CLERK OF COURTS

Department vouchers were presented in the amount of \$19,549.33. Bluske moved to approve, Second by Las. Motion carried (6-0).

MEDICAL EXAMINER

Department vouchers were presented in the amount of \$302.29. Irwin moved to approve, Second by Peterson. Motion carried (6-0).

Caseload Statistics: Provided.

Bluske moved to adjourn at 5:18 p.m., Second by Las. Motion carried (6-0).

Recording Secretary

Cindy Culpitt

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: October 14, 2009
Time: 4:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - September 9, 2009
- Dispatch/Director's Position Discussion/Action
- Building Update/Action
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
 - Round 5 Interoperability Grant Discussion/Action
 - Replacement of SCBA Bottles Discussion/Action
 - HazMat Response SOG Discussion/Action
- Dispatch
 - Approve Vouchers
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - Update on procedure for Sales from Impound Discussion
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
 - 2007 Ford Focus from Health Dept to Justice Dept Discussion/Action
 - Trade in of Ford Focus for 2008 Van Discussion/Action
 - Line Item transfer Discussion/Action
 - Department Personnel Update Discussion/Action
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
- Circuit Court
 - Approve Vouchers
- Clerk of Courts
 - Approve Vouchers
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
- Adjourn

Robert Retzlaff,
Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
October 14, 2009

Members Present: Rick Irwin, Chuck Schwarz, Chuck Bluske, Carol Las, Pete Peterson, Bruce Humphrey, Bob Retzlaff
Members Absent: None
Also Present: Sheriff Dennis Pedersen, Chief Deputy Lisa Josvai, Peggy Thorson, Cindy Struve

Retzlaff called the meeting to order at 4:01 p.m.

Bluske moves to approve the September 9, 2009 meeting minutes, Second by Peterson. Motion carried (7-0).

Dispatch/Director's Position Discussion/Action: Schwarz reviewed last month's discussion on this matter. Humphrey moves to have Dispatch become a permanent division of the Sheriff's Department, Second by Bluske. Motion carried (5-2). Peterson & Las opposed.

Building Update/Action: Humphrey indicated there is a meeting tomorrow of the committee and there is a Resolution on the agenda regarding using this courthouse for governmental purposes. Other than that, the meeting is routine.

Dispatch/Director's Position Discussion/Action: Humphrey moves, upon a question of clarification, to have the permanency of the move of Dispatch to be effective immediately, Second by Bluske. Motion carried (5-2) Peterson & Las opposed.

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$137.36. Irwin moved to approve, Second by Bluske. Motion carried (7-0).

Review Monthly Department Activities: Verbal report of monthly activities given.

Round 5 Interoperability Grant Discussion/Action: Humphrey moves to purchase 54 public safety and emergency management radios at a cost of \$89,703, of which \$59,522 is reimbursed through a grant from the federal government as part of the round 5 Interoperability grant, Second by Bluske. Motion carried (7-0).

Replacement of SCBA Bottles Discussion/Action: Irwin moves to purchase the bottles using the unused map funds, Second by Bluske. Motion carried (7-0).

HazMat Response SOG Discussion/Action: Peterson moved to approve the HazMat Response SOP, Second by Bluske. Motion carried (7-0)

DISPATCH

Dennis Pedersen presented department vouchers in the amount of \$2,780.40. Bluske moved to approve, Second by Humphrey. Motion carried (7-0).

SHERIFF

Dennis Pedersen presented department vouchers for credit card (\$613.87), administration (\$14,523.10), drugs (\$0), narcotics (\$0) and jail (\$72,654.44). Bluske moved to approve, Second by Humphrey. Motion carried (7-0).

Overtime/Caseload Statistics: Written report provided and questions answered.

Update on Procedure for Sales from Impound Discussion: Procedure discussed.

JUSTICE DEPARTMENT

Peggy Thorson presented department vouchers in the amount of \$3,379.98 and credit card vouchers in the amount of \$55.88 & 91.28. Irwin moved to approve, Second by Bluske. Motion carried (7-0).

Community Service Report/Court Service Report: Provided.

2007 Ford Focus from Health Department to Justice Department Discussion/Action: Peterson moves to accept the 2007 Ford Focus from the Health Department, Second by Irwin. Motion carried (7-0). Irwin moves to accept the second 2007 Ford Focus from the Health Department if donated, Second by Las. Motion carried (7-0)

Trade in of Ford Focus for 2008 Van Discussion/Action: Irwin moves to trade in the anticipated 2007 Ford Focus plus the present 2003 Ford van for the purchase of a maroon 2008 Ford Super Wagon Van for a total of \$8959 and if the second Ford Focus is accepted to use it also as a trade in toward the 2008 purchase for a total purchase of \$3,069, Second by Schwarz. Motion carried (7-0)

Line Item Transfer Discussion/Action: Irwin moves to transfer either \$8,959 or \$3,069, depending on if the second 2007 Ford Focus is received from line item #110 and #150 to #815 to purchase the above van, Second by Peterson. Motion carried (7-0)

Department Personnel Update Discussion/Action: Discussed.

DISTRICT ATTORNEY

Department vouchers were presented in the amount of \$1,943.07 (DA) and \$348.96 (VW).
Caseload Statistics: Provided.

CIRCUIT COURT

Department vouchers were presented in the amount of \$10,464.10.

CLERK OF COURTS

Department vouchers were presented in the amount of \$20,870.93.

MEDICAL EXAMINER

Department vouchers were presented in the amount of \$5,694.73.
Caseload Statistics: Provided.

Bluske moved to approve the above vouchers, Second by Peterson. Motion carried (7-0).

Irwin moved to adjourn at 6:12 p.m., Second by Peterson. Motion carried (7-0).

Recording Secretary
Cindy Culpitt

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: November 11, 2009
Time: 4:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - October 14, 2009
- Building Update/Action
- Circuit Court
 - Approve Vouchers
 - Additional Revenue Line Item Discussion/Action
- Dispatch
 - Approve Vouchers
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - US Cellular Tower Rental Discussion
 - Resolution Approving the 2010 County-Tribal Law Enforcement Grant Discussion/Action
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
- Clerk of Courts
 - Approve Vouchers
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
- Adjourn

Robert Retzlaff,
Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
November 11, 2009

Members Present: Bob Retzlaff, Chuck Bluske, Brian Buswell, Bruce Humphrey, Carol Las, Larry McTaggart, James Schroeder

Members Absent: None

Also Present: Sheriff Dennis Pedersen, Chief Deputy Lisa Josvai, Sheila Brookins, Lynn Kloety-Jamesson, Denise Secrist, Cindy Struve, Richard Powell, Cathy Schmitt, Peggy Thorson, Rick Irwin

Retzlaff called the meeting to order at 4:00 p.m.

Bluske moved to approve the October 14, 2009 meeting minutes, Second by McTaggart. Motion carried (7-0).

Building Update/Action: Humphrey indicated there is a committee meeting on Friday and read the Agenda.

CIRCUIT COURT

Denise Secrist presented department vouchers in the amount of \$9,834.55. Humphrey moved to approve, Second by Las. Motion carried (7-0).

Additional Revenue Line Item Discussion/Action: Las moved to add a Revenue Line Item for Reimbursement of Doctor Evaluations, Second by Humphrey. Motion carried (7-0).

DISPATCH

Dennis Pedersen presented department vouchers in the amount of \$159.54. Humphrey moved to approve, Second by McTaggart. Motion carried (7-0).

SHERIFF

Dennis Pedersen presented department vouchers for credit card (\$790.20), administration (\$8,156.28), drugs (\$0), narcotics (\$0) and jail (\$74,201.14). Bluske moved to approve, Second by Schroeder. Motion carried (7-0).

Overtime/Caseload Statistics: Provided and Discussed.

US Cellular Tower Rental Discussion: \$9,724.26 is owed to US Cellular for tower rental from the last several years. This amount will be paid without interest over the course of 36 months.

Resolution Approving the 2010 County-Tribal Law Enforcement Grant Discussion/Action: Humphrey moved to approve the Resolution entitled Approving Request for Law Enforcement Aid For The Wisconsin Ho Chunk Nation Population, Second by Schroeder. Motion carried (7-0).

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$159.60. Bluske moved to approve, Second by Schroeder. Motion carried (7-0).

Review Monthly Department Activities: Written and verbal report provided.

JUSTICE DEPARTMENT

Peggy Thorson presented department vouchers in the amount of \$2,827.82 and credit card vouchers in the amount of \$5.00. Bluske moved to approve, Second by McTaggart. Motion carried (7-0).

Community Service Report/Court Service Report: Written and verbal report provided.

DISTRICT ATTORNEY

Lynn Kloety-Jamesson presented department vouchers in the amount of \$2,471.00 (DA) and \$97.92 (VW). Bluske moved to approve, Second by Schroeder. Motion carried (7-0).

Caseload Statistics: Provided.

CLERK OF COURTS

Department vouchers were presented in the amount of \$7,887.14. Humphrey moved to approve, Second by Schroeder. Motion carried (7-0).

MEDICAL EXAMINER

Department vouchers were presented in the amount of \$6,114.80.

Caseload Statistics: Provided.

Humphrey moved to approve, Second by McTaggart. Motion carried (7-0).

Bluske moved to adjourn at 6:05 p.m., Second by Buswell. Motion carried (7-0).

Recording Secretary
Cindy Culpitt

**PUBLIC SAFETY & JUSTICE
COORDINATING COMMITTEE**

Date: December 9, 2009
Time: 4:00 p.m.
County Board Room

*Postponed
due to
weather*

AGENDA ITEMS

- Call to Order
- Approval of Previous Meeting Minutes - November 11, 2009
- Department Head Introduction (Medical Examiner First)
- Election of Vice Chair Discussion/Action
- Meeting Time/Date Discussion/Action
- 3rd Judge Space w/Staff Discussion/Action
- Justice Coordinating Council Update Discussion/Action
- 911 Advisory Board Discussion/Action
- Courthouse Security Committee Discussion/Action
- Building Update/Action
- Justice Dept
 - Approve Vouchers
 - Community Service Report/Court Service Report
 - Money moved by County Board to Justice Department Discussion/Action
 - Extended Warranty for 2008 Van Discussion/Action
 - Intern Discussion/Action
- District Attorney
 - Approve Vouchers
 - Case Load Statistics
 - New Positions Discussion
- Emergency Management
 - Approve Vouchers
 - Review Monthly Department Activities
 - LiDAR Acquisition Grant Discussion/Action
 - Job Description Discussion/Action
 - Round 5 Interoperability Grant Discussion/Action
 - ERB Building Discussion/Action
 - Department Ordinance 166 vs 323 Discussion/Action.
- Dispatch
 - Approve Vouchers
- Monroe County Sheriff
 - Approve Vouchers / Review Overtime
 - Case Load Statistics
 - Jail Inspection Discussion
 - Courthouse Security/Single Point of Entry Discussion/Action
- Circuit Court
 - Approve Vouchers
- Clerk of Courts
 - Approve Vouchers
 - New Position Discussion
- Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
- Adjourn

Robert Retzlaff, Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE

Date: December 16, 2009
Time: 4:00 p.m.
County Board Room

AGENDA ITEMS

- Call to Order
 - Approval of Previous Meeting Minutes - November 11, 2009
 - Department Head Introduction
 - Election of Vice Chair Discussion/Action
 - Meeting Time/Date Discussion/Action
 - 3rd Judge Space w/Staff Discussion/Action
 - Justice Coordinating Council Update Discussion/Action
 - 911 Advisory Board Discussion/Action
 - Courthouse Security Committee Discussion/Action
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 - Clerk of Courts
 - Approve Vouchers
 - New Position Discussion
 - Medical Examiner
 - Approve Vouchers
 - Case Load Statistics
 - Adjourn
- Robert Retzlaff, Chair

PUBLIC SAFETY & JUSTICE COORDINATING COMMITTEE
REGULAR MEETING MINUTES
December 16, 2009

Members Present: Bob Retzlaff, Chuck Bluske, Brian Buswell, Bruce Humphrey, Carol Las, Larry McTaggart, James Schroeder

Members Absent: None

Also Present: Sheriff Dennis Pedersen, Chief Deputy Lisa Josval, Toni Wissestad, Peggy Thorson, Cindy Struve, Richard Powell, Sheila Brookins, Rick Irwin, Lynn Kloety-Jamesson, Judge Todd Ziegler, DA Dan Cary, Shirley Chapiewsky

Retzlaff called the meeting to order at 4:00 p.m.

Bluske moved to approve the November 11, 2009 meeting minutes, Second by Humphrey. Las stated that under the US Cellular Tower Rental Discussion item she would like the outstanding amount inserted into the minutes, along with attaching a copy of the payback agreement letter. Las also said she would prefer more detailed minutes, Buswell agreed. Las made motion to amend the minutes (see above), Second by Buswell. Motion carried (7-0). Approval of the amended minutes - Motion carried (7-0).

Department Head Introduction: Department heads introduced themselves to the committee members. No committee members had any questions for the Department heads.

Election of Vice Chair Discussion/Action: Bluske nominated Humphrey, Humphrey declined. Las nominated Bluske, seconded by Buswell. Schroeder nominated McTaggart, seconded by Humphrey. Humphrey moved to close nominations, seconded by Buswell. Two votes received for Bluske. Four votes received for McTaggart. McTaggart is the vice chair.

Meeting Time/Date Discussion/Action: Same as now, second Wednesday of the month at 4:00 p.m.

3rd Judge Space w/Staff Discussion/Action: At last Property and Purchasing Committee meeting the members heard from Ken Witt regarding possibly utilizing the municipal court space as a third courtroom temporarily. An example was given of courtroom space being rented in the Marshfield area for approximately \$1,900 monthly.

Judge Ziegler said there would be inmate security issues involved, the judge not having access to the current computer systems (local and state) could be problematic. DA Cary said it could be difficult to be in all 3 spaces at once. Sheriff Pedersen said the issues of security and efficiency could be problematic.

Justice Coordinating Council Update Discussion/Action: Peggy Thorson provided the update. The reorganization meeting took place on December 3, 2009. A six person subcommittee was established to work on how to utilize the \$100,000 appropriation made to Thorson's department. The Council will meet the first Thursday of each month. There is some training being planned on the Restorative Justice philosophy so that the Council members and County Board supervisors would have a similar understanding of that philosophy. Next meeting of the Council is January 7, 2010 at 12:00 p.m.

911 Advisory Board Discussion/Action: Sheriff Pedersen provided a synopsis of this entity. It consists of the Sheriff and other users of the 911 system, and operational issues are appropriate for discussion by this entity (personnel matters are not appropriate for discussion by this entity).

Courthouse Security Committee Discussion/Action: Judge Ziegler gave an overview of this committee's membership. The Courthouse Security/Single Point of Entry agenda item was moved here. Sheriff Pedersen told the committee an ad hoc committee had been active in the past, and that ad hoc committee recommended to the Courthouse Security Committee that the single most

DISTRICT ATTORNEY

Lynn Kloety-Jamesson presented department vouchers in the amount of \$1,564.04 (DA) and \$95.51 (VW). Bluske moved to approve, Second by McTaggart. Motion carried (7-0).

Caseload Statistics: Provided.

New Positions Discussion: Handouts for two new positions provided. The positions are: District Attorney's Investigator and District Attorney's Paralegal. These positions were not included in the 2010 budget; they were requested, but ultimately were not funded through the 2010 budget appropriations process. The handouts were provided per the request of McTaggart. Kloety-Jamesson said statistically approximately 80% of a judge's time is spent on criminal hearings, and hence at least an equivalent amount of a prosecutor's time is spent on criminal case development. Much of the activities associated with criminal case development could be performed by an investigator and a paralegal. Humphrey commented he thought a way to potentially proceed would be to refer both of the position requests to the County Administrator for evaluation and analysis. McTaggart agreed.

CLERK OF COURTS

Department vouchers were presented in the amount of \$10,926.04 Humphrey moved to approve, Second by Schroeder. Motion carried (7-0).

New Position Discussion: McTaggart suggested building the case for a new position is done early and presented to the County Administrator, with supporting data from state/other sources if applicable.

EMERGENCY MANAGEMENT

Cindy Struve presented department vouchers in the amount of \$12,090.94. Bluske moved to approve, Second by McTaggart. Motion carried (7-0).

Review Monthly Department Activities: Written and verbal report provided. Struve said the 12 counties assigned to this emergency management region of the state are working collaboratively on revising emergency response plans so they will meet required Homeland Security guidelines.

LiDAR Acquisition Grant Discussion/Action: WI DNR sent a letter to Monroe County to inform it that 100% federal funding, via a grant award from the Department of Commerce, was available to acquire more accurate topographic mapping data. Monroe County does not presently have topographic maps, and the data that would be obtained could be used to develop those. There are other uses for the data as well, such as improved floodplain mapping and improved land use planning. The grant has been written and submitted. The amount of grant funding that was requested was approximately \$358,390.

Job Description Discussion/Action: Struve provided a revised job description to the committee. Buswell asked if the revised job description had been shown to the County Administrator. It had not been. The committee instructed Struve to route the revised job description to the County Administrator.

Round 5 Interoperability Grant Discussion/Action: The grant was awarded, radios have been ordered, vouchers for reimbursement will be submitted as soon as they are received. Two of the emergency management radios will not be purchased as they would not be received in time to meet the grant funding expenditure deadline.

ERB Building Discussion/Action: The lock mechanism on one of the doors had corroded to the point that the security access code could not be changed any longer. The lock had to be, and was, replaced as it realistically could not be repaired. Security plates were also added to another of the doors.

Department Ordinance 166 vs 323 Discussion/Action: The ordinance needs to be revised to reflect the changes contained in State Statute 323. Las moved for County Ordinance 166 to be referred to County Administrator for this revision review. Buswell seconded. Motion carried (7-0).

advantageous action would be to utilize a single point of entry. The Courthouse Security Committee agrees with that recommendation, it feels this is the most important security measure that could be implemented, and Sheriff Pedersen and Judge Ziegler requested that the Public Safety Committee support the concept of moving forward with pursuing a single point of entry in the courthouse. Rick Irwin estimated a single point of entry could be implemented relatively quickly as much of the equipment is already available and operational. For 2 full-time unarmed guards to perform the screening, the cost Irwin obtained from one vendor was approximately \$67,000 annually. Carol Las also talked with a different vendor, and the cost that vendor gave her was comparable to the \$67,000 estimate obtained by Irwin. Sheriff Pedersen said he would prefer sworn law enforcement officers be used to conduct the screening as private security personnel would not have arrest powers. Pedersen also said he would like to have an x-ray machine in addition to the equipment that is already on hand. Bluske agreed it would be beneficial for the screening personnel to have arrest powers. Judge Ziegler suggested identifying all the options and determining the pro/cons of each of those options. Sheriff Pedersen said another aspect that would have to be discussed are policy considerations...i.e., what would be the county's policy regarding courthouse screening? Currently, the county does not have a policy addressing this. There was a discussion regarding which committee would oversee the initiation/implementation of a single point of entry to the courthouse. McTaggart stated he thought the Public Safety Committee should be the committee to oversee this project. Schroeder agreed with McTaggart. Humphrey moved that the Public Safety Committee begin the process of making this courthouse a secure facility. Buswell seconded. Sheriff recommended this modification to the motion: adding "beginning with the establishment of a single point of entry" to the end of the original motion. Humphrey amended his motion to: The Public Safety Committee begin the process of making this courthouse a secure facility beginning with the establishment of a single point of entry. Buswell seconded. Motion carried (7-0).

Building Update/Action: Buswell gave the update. The next step is to set a budget. The County Administrator will provide input on the budgetary issue before the next meeting of the Building Committee. Humphrey added the Building Committee moved to rescind several resolutions, and those will go before the full County Board at its next meeting.

JUSTICE DEPARTMENT

Peggy Thorson presented department vouchers in the amount of \$3,345.33. Bluske moved to approve the voucher with the extended warranty, Second by Las. Motion carried (7-0). No action was taken on the second voucher without the extended warranty.

Community Service Report/Court Service Report: Written and verbal report provided. Las asked where most of the Community Service time is spent in the month of December. Thorson said primarily most of the Community Service time in December is spent on the Rotary lights display in Sparta. McTaggart will attend the Interviews for the Community Service Crew Leader.

Money moved by County Board to Justice Department Discussion/Action: Thorson reported a subcommittee has been formed to work on how to utilize this money, and a jail bond program has been proposed. The subcommittee will meet later this month.

Extended Warranty for 2008 Van Discussion/Action: \$1,789 for the extended warranty coverage of 5 years or 100,000 miles, whichever would come first (\$25 deductible). Thorson said she has sufficient funds remaining in her 2009 budget to cover this expenditure. (This was approved via the voucher approval).

Intern Discussion/Action: Thorson informed the committee she has an opportunity to have an intern (unpaid internship) from Viterbo work in her office. Schroeder moved to approve having an Intern in the Justice Department, Buswell seconded. Motion carried (7-0).

Retzlaff called for a 5 minute break at 5:52 p.m.

DISPATCH

Dennis Pedersen presented department vouchers in the amount of \$256.46. Humphrey moved to approve, Second by Bluske. Motion carried (7-0).

SHERIFF

Dennis Pedersen presented department vouchers for administration (\$8,275.48), drugs (\$0), narcotics (\$99.88) and Jail (\$69,850.04). Humphrey moved to approve, Second by Bluske. Motion carried (7-0).

Overtime/Caseload Statistics: Provided and Discussed.

Jail Inspection Discussion: Jail Inspection reports were distributed to committee members last month. The Sheriff gave an overview of the jail inspection results. Most recommendations made by the Jail Inspector were related to policy revisions that need to be made so that operational procedures/practices are being accurately reflected in the policies. The procedure for utensil use/control in the jail kitchen area is being revised and a policy written to that reflects the revised procedure.

CIRCUIT COURT

Department vouchers were presented in the amount of \$8,539.82. Bluske moved to approve, Second by Las. Motion carried (7-0).

MEDICAL EXAMINER

Department vouchers were presented in the amount of \$271.27. Buswell moved to approve, Second by Schroeder. Motion carried (7-0).

Caseload Statistics: Provided.

Bluske moved to adjourn at 7:58 p.m., Second by Schroeder. Motion carried (7-0).

Recording Secretary
Lisa Josvai