



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 03/09/2018

Amended* Post Date: 03/15/2018*

**The following documents are included in the packet for the
Judicial Law Committee on March 14, 2018:**

- 1) Amended Agenda
- 2) Draft minutes from 02/14/2018
- 3) Department Related Reports
- 4) Annual Reports
- 5) Budget Adjustment***
- 6) Monthly Sheriff Reports
- 7) Lexipol Policy and Procedure



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

Judicial/Law Enforcement and Emergency Management Committee

Meeting Notice

Date: March 14, 2018 Time: 5:00 PM
Green Lake County Government Center,
County Board Room, 571 County Rd A, Green Lake WI

Amended AGENDA*

Committee Members

Michael Starshak,
Chairman
Larry Jenkins, Vice-
Chair
Sue Wendt
Peter Wallace

Lori Evans, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes: 02/14/18
6. Public Comments 3 Min Limit
7. Correspondence
8. Purchase Requests
9. Credit Card Approval
10. Resolutions/Ordinances
11. Department Related Reports
 - Clerk of Courts
 - Circuit Court/Register in Probate
 - District Attorney
 - Coroner
 - Emergency Management
 - Sheriff's Office
12. Annual Reports
13. Budget Adjustments
14. Monthly Sheriff Reports
15. Expense & Revenue Monthly Reports
16. Consider motion to convene into closed session per:
 - Convene in closed session under Wis. Stat. s. 19.85(1)(g) to Confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved. This closed session is in regard to Estate of Ryan Clark vs. County of Green Lake et al., case no. 14-CV-1402.
17. Reconvene into open session
18. Lexipol Law Enforcement Policy and Procedure
 - 1010 – Employee Convictions
 - 466 – Civil Disputes*
 - 467 – Crisis Intervention Incidents*
19. Future Meeting.Dates: Regular Meeting April 11, 2018, at 5:00 pm
20. Future Agenda items for action & discussion:
21. Adjourn

Kindly arrange to be present, if unable to do so or if there are any changes, please notify Samantha at 4005.

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date Of the meeting.



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

February 14, 2018

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Mike Starshak at 5:00 PM on February 14, 2018 in the County Board room of the Green Lake County Justice Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Michael Starshak – Chairman
Larry Jenkins – Vice Chairman
Peter Wallace
Sue Wendt

Others Present:

Mark Podoll – Sheriff
Lori Evans - Admin. Ass't to Sheriff
Mark Putzke – Chief Deputy
Dawn Klockow- Corp. Counsel
Deputy Sheriff Mike Majeskie

Andrew Christenson - DA
Gary Podoll – Emergency Management
Amanda Thoma - Coroner
Lori Leahy - Corrections Administrator

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

AGENDA

Motion/Second (Jenkins/Wallace) to approve the amended agenda. All Ayes. Motion carried.

MINUTES

Motion/Second (Jenkins/Wallace) to approve the minutes of the January 10, 2018 meeting as presented. All Ayes. Motion carried.

PUBLIC COMMENTS

None

CORRESPONDENCE

None

PURCHASE REQUESTS

None

CREDIT CARD APPROVAL

A request was submitted by the Sheriff's Office for a credit card for newly hired Deputy Sheriff Michael Majeskie with a credit limit of \$1,500.

Motion/Second (Jenkins/Wallace) to approve the request and forward it to the Finance Committee. All Ayes. Motion carried.

RESOLUTIONS/ORDINANCES

Amendment to Chapter 103 of the Animals Ordinance was included in the packet. Some typographical errors were found in the document. Corp. Counsel Klockow will make the changes. A question arose regarding 10 days in which to appeal, Corp. Counsel stated that is statutory.

Motion/Second (Jenkins/Wallace) to approve the Ordinance and move it forward to the County Board. Roll Call vote: Wallace-Aye; Jenkins – Aye; Wendt – Aye; Starshak – Nay. Motion carried

DEPARTMENT RELATED REPORTS

Written reports were included in the packet from the Sheriff's Office, Emergency Management Director, Clerk of Circuit Court and Coroner's Office. Oral reports were given by the DA, Coroner, Emergency Management Director, and the Sheriff. Chairman Starshak reminded Department heads to submit written Committee Reports. Sheriff Podoll introduced our newest Deputy Sheriff, Mike Majeskie, to the Committee.

DOC REPORT

A copy of the FY17 State Correctional Institutions reports for our region were included in the packet. Additional information was given by Corrections Administrator Lori Leahy.

ACTIVE SHOOTER DRILL SUMMARY

Chief Deputy Putzke presented a summary of the Active Shooter Drill that was held in the County on December 7, 2017.

BUDGET ADJUSTMENTS

None

MONTHLY SHERIFF REPORTS

The monthly Sheriff's reports were reviewed and accepted.

EXPENSE AND REVENUE MONTHLY REPORTS

The monthly expense and revenue reports were reviewed and accepted.

CLOSED SESSION

Motion/second (Jenkins/Wendt) to move into closed session per ss. 19.85(1)(f) to consider disciplinary data of specific persons which if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such disciplinary data. The matter involves discipline of a corrections officer in the jail. Roll Call vote: Wallace-Aye; Jenkins – Aye; Wendt – Aye; Starshak – Aye. Motion carried. Moved into closed session at 5:54 p.m.

OPEN SESSION

Motion/second (Wallace/Jenkins) to move into open session. Roll Call vote: Wallace-Aye; Jenkins – Aye; Wendt – Aye; Starshak – Aye. Motion carried. Moved into open session at 6:06 p.m. It was announced that the Committee understands the issue as explained by the Sheriff.

LEXIPOL

Policies and procedures are created by the Sheriff and given to the Committee for input and review. No motions are required to approve them. The following Lexipol policies were discussed.

812 – Auto Clear X-Ray Scanning Machine

FUTURE MEETING DATE AND AGENDA ITEMS

The next regular meeting is set for March 14, 2018 at 5:00 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

ADJOURN

Meeting adjourned at 6:07 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff

DRAFT

Evans, Lori

From: Podoll, Mark
Sent: Friday, February 23, 2018 7:39 AM
To: Putzke, Mark; Evans, Lori
Subject: FW: Green Lake County Jail

Not sure if you got this

From: maylopp55 [mailto:maylopp55@gmail.com]
Sent: Thursday, February 22, 2018 11:58 PM
To: sheriff@co.green-lake.wi.us
Subject: Green Lake County Jail

I want to take time to relay the fine outstanding Officer Thill has in your department.
I drove my nephew to report himself to the Green Lake County Jail on Thursday February 21, 2018 at 11:46 A.M.
Officer Thill was very professional best describes him, very kind, the Officer asked if I had any concerns, all with a smile, which made me feel that I could ask him anything.
Thank you for having a great Officer.

Sincerely,
Mrs. M. Lopez

Sent from my U.S.Cellular© Smartphone

Evans, Lori

From: Klockow, Dawn
Sent: Wednesday, March 07, 2018 11:16 AM
To: Department Heads
Subject: Committee Meetings during "lame duck" period

Good morning to you all!

I have been asked to provide an explanation of how committee meetings would be handled during the "lame duck" period between the April 3, 2018, election and the organizational meeting of the County Board on April 17, 2018. Current County Board Supervisor's terms and current committee appointments will end at 11:59 pm April 16, 2018.

The current County Board Rules of Order will stay in effect until the newly seated Board adopts a new set of Rules. Currently Rule 9-7 A.(1) indicates that no appointed committees may meet until one week after the organizational meeting. This gives the Chair the time he/she needs to appoint all the committees by noon on Friday, April 20, 2018. Therefore, no committee may meet between April 20 and April 24, 2018, except for the elected committees. The new committees appointed by the chair may not meet until April 25th.

However, that does not mean that current committees are precluded from meeting prior to April 17, 2018 at 9:00 a.m.; however, meetings must occur before 11:59 pm on April 16, 2018.

Current elected committees are: Highway, Judicial Law Enforcement/Emergency Management, Agriculture Extension Education& Fair, and the DHHS Board. Because statute requires the DHHS Board be appointed by the County Administrator, that committee will be removed from the elected committees in the Rules at the April 17, 2018 organizational meeting. The rules may also change for other committees, except for Highway which is elected pursuant to statute.

Under the current County Board Rules of Order the following committees have 2-year terms until their successors are appointed or elected, and may meet on or before 11:59 pm on April 16, 2018:

1. Highway (statutory and by rule);
2. Judicial Law Enforcement/Emergency Management; and,
3. Administrative.

Under the current County Board Rules of Order the following committees have one year terms until their successors are appointed or elected and were appointed for a one year term from April 2017-April 2018, and may meet on or before 11:59 pm on April 16, 2018:

1. Property and Insurance;
2. Finance (usually meets after county board);
3. Land Use Planning and Zoning; and,
4. Land Information Council.

The following committees do not appear to have a provision in the County Board Rules of Order designating that the committee members continue until their successors are appointed or

elected; however, Roberts Rules of Order, which the Board has adopted, states that Committee members are presumed to serve until their successors are appointed (RONR (10th ed.), p. 170, l. 6-7) therefore the following committees may meet on or before 11:59 pm on April 16, 2018:

1. DHHS Board;
2. Personnel (usually meets after County Board);
3. Agriculture Extension Education & Fair
4. Land Conservation; and,
5. Information Technology.

Essentially, it is business as usual except for that period between April 17th and April 25th, where no appointed committee meetings may take place.

If you have any questions, please do not hesitate to contact me.

Regards,

Dawn N. Klockow

Dawn N. Klockow
Green Lake County
Corporation Counsel

571 County Road A
P.O. Box 3188
Green Lake, WI 54941-3188
920-294-4067
920-294-4069 fax

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*GREEN LAKE COUNTY
OFFICE OF THE CORONER*

Amanda M. Thoma, Coroner

Office: 920-294-4040 ext. 1229

March 9, 2018

Green Lake County
Judicial/Law Enforcement & Emergency Management Committee
571 County Road A
Green Lake, WI 54941

RE: February 2018

Dear Judicial/Law Enforcement & Emergency Management Committee Members:

The Coroner's Office has been handling an increase in deaths for February. It has average to one per day. One autopsy was performed at US Madison Medical College. Most of the deaths reported and investigated have been determined to be natural. However, the cold and flu season has attributed to several deaths in Green Lake County, but as a contributory cause of death, not primary.

Thank you for your time.

Sincerely,

Amanda M. Thoma
Coroner



GREEN LAKE COUNTY
OFFICE OF EMERGENCY MANAGEMENT

Gary V. Podoll
Director

Office: 920-361-5416
FAX: 920-361-5405

DATE: March 1, 2018

TO: Green Lake County Judicial/Law Enforcement and Emergency Management Committee

FROM: Gary V. Podoll, Emergency Management Director

SUBJECT: Monthly Report

1. I am working on Green Lake County Credentialing (WI CAMS) and have met with the Fire departments and other Emergency Services on February 27, 2018. Agencies are now starting to add their data into the system. Agencies were very pleased with the system.
2. I have received a number of Continuity of Operations Plan (COOP) surveys back from county agencies; this will allow me to update the Green Lake County COOP Plan.
3. I am putting together Tornado Spotter Training with the National Weather Service to be conducted in Green Lake County on March 29th for our County Weather Spotters.
4. I am updating the Green Lake County Emergency Response Plan, with the first half of plan to be updated by March 31st.

Please, if you have any questions you can contact me at 920-290-2275.

Sincerely,

Gary V. Podoll
Emergency Management Director
Green Lake County



571 County Road A · PO Box 586 · Green Lake, WI 54941-0586
Ph. 920-294-4000 · Fax. 920-294-3850

March 8, 2018

To Judicial and Law Enforcement Committee Members,

- In early February a gunshot wound was reported to the Sheriff's Office. The victim and witnesses were untruthful about the location and events leading up to the non-fatal shooting. After an extensive investigation, Sheriff's Officials have identified the leg wound shooting to be self-inflicted, by accidental discharge, occurring in another County. Green Lake County Sheriff's Officials will be referring charges for obstructing an officer.
- On Feb. 15, early morning hours, a traffic stop was attempted by a deputy which turned into an eluding case (chase) traveling north on Forest Ridge Rd., back south on Forest Ridge Rd., Sth.23 east-bound, then into a farm field west of the Coachlight Trailer Park, then a roll-over crash. The adult male fled on foot with his dog and entered an excavating business on N. Lawson Drive where a snowplow was stolen – briefly. The suspect then went on foot again and was given a ride by an identified person to Wautoma. The male party was tracked down in Wautoma and arrested for the offenses in Green Lake County including, OWI #10th offense. Due to the amount of citizen and Facebook inquiries about the health and welfare of the suspect's dog, we had to confirm that the dog was doing fine and was being taken care of by another citizen.
- On Feb. 16, Green Lake County Sheriff and Fire/Emergency Services responded to a fatal fire north of Markesan just east of Little Green Lake. The State Fire Marshall was called. Cause and origin are being determined. Foul play is not suspected at this time.
- On Feb. 20, a disgruntled inmate flooded his cell and applied fecal matter to himself. The Green Lake County Combined Tactical Unit extricated the man from his cell; he was reclassified. The Sheriff's Office is seeking restitution for overtime hours and the cleaning of equipment.
- County-Wide Law Enforcement In-Service was held at GLSO on Feb. 20 and 22. Approximately 45 local law enforcement officials attended.
- The Markesan Little Green Lake Fisheree was held on February 23 and 24. Due to past problems with drugs, alcohol, and criminal activity on the ice, the Sheriff put out a patrol deputy who teamed up with the Wisconsin DNR on enforcement. There were no major arrests for the Fisheree.
- The March 6 snowstorm was relatively uneventful in Green Lake County – no major incidents.
- Also on or about March 6, 2018, Det. Josh Ward reported that Green Lake County has received a night waiver for Drone flight.

See you at the meeting,

Mark A. Podoll, Sheriff

Sheriff Mark A. Podoll



Green Lake County Clerk of Circuit Court

P.O. Box 3188, 571 County Road A, Green Lake, WI 54941 920-294-4142

AMY S. THOMA
Clerk of Circuit Court

2017 ANNUAL REPORT - CLERK OF CIRCUIT COURT

TO: The Honorable Chairman and Board of Supervisors for Green Lake County.

Please accept this letter as the annual report for the Clerk of Circuit Court's Office.

STAFF

Clerk of Circuit Court - Amy S. Thoma
Deputy Court Records Clerk - Cindy Werch
Deputy Court Records Clerk - Sheri Rahmer
Deputy Court Records Clerk - Trina West
Deputy Court Records Clerk (part-time) - Allison Kavanaugh

The office of Clerk of Circuit Court is the custodian of record. Record keeping for the courts is governed by state statute and Wisconsin Supreme Court rule. These require that clerks maintain records of all documents filed with the courts, keep a record of court proceedings and collect various fees, fines and forfeitures ordered by the court or specified by statute. A sampling of the responsibilities, but not inclusive, include:

File circuit court cases and provide proper case maintenance of said cases through the Wisconsin Consolidated Courts Automation Program (CCAP). This includes preparation of court notices and distribution; review files as to the status of each case; preparation of court orders/judgments at the direction of the Circuit Court Judge; receipt filing fees, fines/forfeitures, court costs, and various surcharges.

Clerk hearings - swear in all witnesses called to testify; follow through on any court orders/directives given by the Circuit Court Judge; mark all exhibits offered and received into evidence and maintain said exhibits through the appropriate appeal time period.

Jury - annual change in juror lists; summons jurors; prepare vouchers for payment of jurors, bailiffs, and misc. expenses; submit an annual jury analysis pursuant to Wisconsin Supreme Court Rule 73.01.

Miscellaneous responsibilities - file various tax warrants, liens, and satisfactions; monitor for collection reimbursements for Guardians ad Litem and Court Appointed Counsel, prepare monthly disbursements to the county and municipalities, prepare quarterly interpreter and juvenile reimbursement report, and prepare annual report of costs.

E-FILE/PAPERLESS FILES

On January 17, 2017, Green Lake County went to mandatory eFiling on all Civil, Family, Paternity, and Small Claims matters and, on February 9, 2017, on all criminal matters. Other case types will be added in the future per the implementation from CCAP. All attorneys are now required to file all documents electronically. Pro Se litigants are not mandated to eFile, but they may opt in if they so choose.

The transition to mandatory eFiling was made easier because of our choice to become a voluntary eFiling county in 2015. We also began mandatory scanning of all documents on January 5, 2015 and in 2016 we became "paperless" in all case types.

JURY TRIALS

There were 5 jury trials in 2017, which were all one day trials. Two cases settled on the morning of the trial. The Court has assessed jury fees to the defendant in one of those cases, which was \$1,100.00 - the average cost of a one day jury trial.

In April, Green Lake County jurors were selected for a two week Juneau County jury trial, which ultimately ended in 8 days.. The preparation for this was time consuming, but went very smoothly. We were in charge of sending out a letter, along with an 8 page questionnaire, to 170 prospective jurors. We were also in charge of coordinating coach bus transportation for the selected jurors to and from Juneau County for the trial. Jury selection was held in Green Lake County. We were reimbursed all costs from Juneau County for juror and bailiff payment, staff time, including benefits, postage, paper and envelopes, which totaled \$6,425.62.

COLLECTION OF UNPAID DEBT

Wisconsin Department of Revenue - State Debt Collection (SDC) was implemented in 2009. SDC is at not cost to the County. SDC first collects their fee; 15% or a minimum of \$35.00, but the County will get back 100% of what is due. SDC uses broader collection resources such as bank account levies, liens, and wage assignments.

Our office began our contractual service with SDC in March of 2017. Any debt over \$50.00, and at least 90 days old, can be submitted to SDC. Each debt is manually entered as there is currently no interface between CCAP and SDC. We have turned over approximately 670 debts to SDC which includes past due Guardian ad Litem, Mediation fees, and traffic/forfeiture cases. We chose to turn over debts from as far back as 10 years ago.

The amount of these 670 debts totals approximately \$133,400.00. In the past 9 months, we have received just over \$22,000.00 from SDC. We look forward to an interface between CCAP and SDC which should be available by the end of 2018.

CASE COMPARISON & FINANCIAL INFORMATION

I have attached a 10 year case filing comparison. You will note a continued increase in some case types, especially criminal.

I have also attached financial information for 2016 and 2017 which outlines costs and fees our office receives, expenditures, payment received by the State of Wisconsin, payments collected for, and submitted to the State of Wisconsin, and also to county municipalities.

The end of 2017 brought to close my third year as Clerk of Circuit Court. My staff and I look forward to continuing to provide excellent customer service to the general public and provide the same service to our fellow Green Lake County Departments and outside agencies.

Respectfully submitted,

A handwritten signature in blue ink that reads "Amy S. Thoma". The signature is written in a cursive, flowing style.

Amy S. Thoma
Clerk of Circuit Court

CASE FILING COMPARISON

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Misdemeanor	336	274	232	234	287	218	252	281	332	369
Felony	121	111	141	98	138	121	144	130	151	185
Crimnal Traffic	150	121	114	95	95	96	121	119	113	129
Traffic	1993	1729	1547	2103	1485	1640	1788	1902	1932	1576
Forfeiture	483	456	280	202	215	191	140	143	146	95
Juvenile Ordinance	108	130	47	14	13	10	1	7	4	6
Civil	281	299	286	237	184	160	138	124	187	159
Small Claims	520	443	392	376	394	405	382	357	338	354
Family	105	97	106	104	105	122	114	96	102	101
Paternity	37	43	32	32	42	37	65	18	33	45

2016 FINANCIAL INFORMATION

COSTS AND FEES RECEIVED

Circuit Court Filing Fees	\$ 25,000.87
Occupational Licenses	\$ 20.00
Mailing Fees	\$ 498.00
Other Clerk Fees	\$ 4,227.00
Copy Fees	\$ 4,110.95
Passport Fees	\$ 4,350.00
Transmittal Fees	\$ 90.00
Non-Sufficient Funds Fees	\$ 110.00
Witness Fees	\$ 98.21
Family Court Commissioner	\$ 2,175.00
Child Support Fee	\$ 390.00
Jury Fees	\$ 972.00
Driver Improvement Surcharge	\$ 14,280.77
Forfeitures - State	\$ 27,082.73
Forfeitures/Fines - State	\$ 7,506.32
Forfeitures - County	\$ 58,396.86
Jail Surcharge	\$ 15,421.45
Ignition Interlock Surcharge	\$ 2,684.45
Costs for Extradition	\$ 486.42
Warrant Transport Reimbursement	\$ 180.75
District Attorney Assessment	\$ 3,234.84
Juvenile Legal Fee Reimbursement	\$ 25.61
Mediation Fee Reimbursement	\$ 336.00
Court Apptd Atty Reimbursement	\$ 11,121.86
GAL Reimbursement	\$ 44,146.78
Interpreter Reimbursement	\$ 2,079.64
Bail Forfeiture	\$ 900.00
Blood Test Cost Reimbursement	\$ 1,419.42
Child Support - Fed. Reimburse.	\$ 2,635.00
TOTAL	\$ 233,980.93

Fines, Costs & Fees collected

and paid to the State of Wisconsin \$ 557,410.69

Forfeitures collected and paid to:

City of Berlin	\$ 2,028.69
City of Markesan	\$ 238.36
City of Princeton	\$ 339.55

EXPENDITURE VOUCHERS ISSUED

Guardian ad Litem	\$ 40,864.71
Court Appointed Counsel	\$ 17,965.12
Bailiffs	\$ 1,594.60
Court Commissioners	\$ 140.00
Dues	\$ 125.00
Interpreters	\$ 4,260.73
Jury Expense	\$ 12,921.12
Law Library	\$ 2,480.78
Psychological Evaluations	\$ 5,415.00
Office Supplies	\$ 505.02
Transcripts	\$ 700.42
Mileage	\$ 345.60
Witness Expense	\$ 1,050.60
TOTAL	\$ 88,368.70

GRANTS/PAYMENTS RECEIVED FROM THE STATE

Guardian ad Litem	\$ 8,120.50
Court Support Payment	\$ 17,424.00
TOTAL	\$ 25,544.50

2017 FINANCIAL INFORMATION

COSTS AND FEES RECEIVED

Circuit Court Filing Fees	\$ 23,969.69
Mailing Fees	\$ 570.00
Other Clerk Fees	\$ 4,229.00
Copy Fees	\$ 3,317.90
Interest	\$ 782.80
Municipal Service Fee	\$ 25.00
Search Fees	\$ 15.00
Transmittal Fees	\$ 105.00
Non-Sufficient Funds Fees	\$ 80.00
Witness Fees	\$ 138.18
Family Court Commissioner	\$ 1,985.00
Child Support Fee	\$ 390.00
Jury Fees	\$ 2,360.00
Driver Improvement Surcharge	\$ 16,777.00
Forfeitures - State	\$ 29,146.33
Forfeitures/Fines - State	\$ 1,601.28
Forfeitures - County	\$ 52,084.17
Jail Surcharge	\$ 13,206.73
Ignition Interlock Surcharge	\$ 3,066.36
Costs for Extradition	\$ 2,261.85
District Attorney Assessment	\$ 2,892.93
Mediation Fee Reimbursement	\$ 1,901.30
Court Apptd Atty Reimbursement	\$ 11,689.46
GAL Reimbursement	\$ 40,694.71
Interpreter Reimbursement	\$ 2,296.00
Bail Forfeiture	\$ 2,750.00
Blood Test Cost Reimbursement	\$ 2,017.30
Child Support - Fed. Reimburse.	\$ 2,210.13
TOTAL	\$ 222,563.12

EXPENDITURE VOUCHERS ISSUED

Guardian ad Litem	\$ 43,256.99
Court Appointed Counsel	\$ 25,476.49
Bailiffs	\$ 1,173.20
Dues	\$ 125.00
Interpreters	\$ 4,014.74
Jury Expense	\$ 4,286.72
Law Library	\$ 2,001.04
Psychological Evaluations	\$ 1,440.00
Office Supplies	\$ 163.04
Registration/Conventions	\$ 826.00
Transcripts	\$ 352.50
Mileage	\$ 503.33
Witness Expense	\$ 171.20
TOTAL	\$ 83,790.25

GRANTS/PAYMENTS RECEIVED FROM THE STATE

Guardian ad Litem	\$ 7,906.50
Court Support Payment	\$ 14,725.00
TOTAL	\$ 22,631.50

Fines, Costs & Fees collected

and paid to the State of Wisconsin \$ 487,870.83

Forfeitures collected and paid to:

City of Berlin	\$ 1,828.63
City of Green Lake	\$ 52.23
City of Markesan	\$ 83.37
City of Princeton	\$ 496.03



Green Lake County Circuit Court

571 CTH A, P.O. Box 3188, Green Lake, WI 54941 (920) 294-4042

MARK T. SLATE
Circuit Court Judge

February 28, 2018

Chairman Harley Reabe
Green Lake County Court
P.O. Box 3188
Green Lake, WI 54941

RE: 2017 Annual Report

Dear Chairman Reabe:

2017 was a busy year. The Register in Probate started accepting e-filing on Probate cases, which allows parties to submit forms electronically instead of through the mail and we have also reduced the amount of hearings in Guardianship cases, which saves our court appointed attorney fees and Corporation Counsel is no longer required to appear at all hearings, saving her time, to name a few changes.

Attached is a budgetary compilation since my time as Circuit Court Judge. As you can see, so far I have greatly reduced the tax levy and come under budget every year, saving the tax payers over \$500,000, while still providing the same, or better, service to the citizens of this great County.

Also enclosed is a 2016, 2017 & 2018 budget comparison, along with an explanation of those that work in the Judicial branch. Lastly, I have included the number of case filings for 2017. Thank you for allowing me to provide this report to you. Should you have any questions please feel free to contact me.

Very truly yours,

Mark T. Slate
Circuit Court Judge

MTS/scg
cc: County Administrator -Cathy Schmidt

Register in Probate- Samantha Gerth

The Register in Probate oversees the Probate Court. Probate is the court-supervised process for the orderly transfer of a decedent's assets to those who are entitled to them. The process ensures that notice is properly given, that all debts, taxes, and expenses are paid, that the assets are distributed in accordance with the last Will or to the heirs as determined by statute.

Judicial Assistant- Vacant

Under general direction, provides office management and advanced secretarial, administrative and courtroom duties for a Circuit Court Judge and Register in Probate. Currently the Register in Probate is filling this position.

Court Reporter- Karen Blair & Brenda Sosinsky

Court reporters, although sometimes taken for granted because they are seldom heard or seen, play a critical function in the courtroom. Court reporters take a verbatim transcript of everything that happens in the courtroom.

Family Court Commissioner- Henry Conti

The Family Court Commissioner hears all Mediation Screenings, Temporary Orders in divorce cases and Stipulated Divorce Hearing. By law every County is required to have a Family Court Commissioner. In addition, the Family Court Commissioner acts as the Circuit Court Commissioner, hearing Injunction Orders, taking Bond Hearings when the Judge is not available and signing Search Warrants, to name a few of his duties.

Mediator- Kim Nowacki

The mediator is the person who helps both sides of a case to come to an agreement. The Family Court Commissioner usually handles these type of cases but there are some cases that need more time to come to an agreement, in those cases, the Family Court Commissioner refers the parties to the mediator. Our mediator does a great job at attempting to get an agreement between the parties in a timely fashion.

Director of Family Court Services- Henry Conti

The Director administers the Family Court Services office, which preforms mediation in family law case, employs other staff to do mediation, custody and placement studies and administers and manages the Family Court Services.

#	Case Types
27	Child in Need of Protection and Services
14	Juvenile Delinquent
37	Informal Probate
10	Probate
5	Termination of Parental Rights
5	Adoption
8	Guardianship
7	Juvenile Guardianship
44	Mental Commitments
45	Wills

GREEN LAKE COUNTY CIRCUIT COURT BUDGET

EXPENSES

	2016		2017		2018
	Actual	Budget	Actual	Budget	Budget
Employees	86,205	84,986	68,736	75,228	81,908
Atty fees	22,602	31,200	23,071	30,000	30,000
Mediation	0	0	4,331	4,000	4,000
Ct Comm	36,000	34,800	36,000	36,000	36,000
Supplies	942	1,250	1,055	1,500	1,650
Education	1,223	1,250	1,568	1,500	2,500
Other	0	0	863	0	0
TOTAL	146,972	153,486	135,624	148,228	156,058

REVENUE

	2016		2017		2018
	Actual	Budget	Actual	Budget	Budget
Court Support	42,971	43,699	42,757	43,000	43,000
Mediation (filing)	0	0	2,000	2,000	2,000
Mediation (wedding)	0	0	2,331	2,000	2,000
GAL reimburse	14,021	12,000	9,201	14,000	18,000
Probate fees	9,692	13,000	6,801	12,000	12,000
TOTAL	66,684	68,699	63,089	73,000	77,000

JUDGE SLATE'S TAX SAVINGS

	2011	2012	2013	2014	2015	2016	2017	2018	Savings
Tax Levy in 2011	195,241.81	195,241.81	195,241.81	195,241.81	195,241.81	195,241.81	195,241.81	195,241.81	
Slate's Tax Levy	-	191,256.74	168,232.95	154,126.57	149,210.44	84,787.99	75,227.52	79,058.00	
Reduction in Levy	-	3,985.07	27,008.86	41,118.24	46,031.37	110,453.82	120,014.29	116,183.81	464,795.46

Actual Revenue	58,711.93	64,566.77	69,217.00	68,118.32	79,367.86	66,684.14	63,089.03		
Actual Expenses	254,511.18	231,576.71	224,659.62	206,671.29	172,187.59	146,972.04	135,624.00		
Actual budget cost	195,799.25	167,009.94	155,442.62	138,552.97	92,819.73	80,287.90	72,534.97		
Over / (Under)	577.44	(24,246.80)	(12,790.33)	(15,573.60)	(56,390.71)	\$ (4,500.09)	\$ (2,692.55)		(116,194.08)

Reductions in tax levy \$ 464,795.46
 Money under budget \$ 116,194.08
TOTAL SAVED TAXPAYERS \$ 580,989.54



OFFICE OF THE DISTRICT ATTORNEY GREEN LAKE COUNTY

571 County Road A
Post Office Box 3188
Green Lake, WI 54941
Phone: (920) 294-4046
Fax: (920) 294-4150

ANDREW J. CHRISTENSON

District Attorney

LISA M. VANDENBRANDEN

Assistant District Attorney

MITZI S. PUTZKE

Paralegal/Office Manager

MEGAN I. STRAHAN

Legal Clerk

LYNN T. DUTCHER

Victim/Witness Program Coordinator

March 7, 2018

Green Lake County Board of Supervisors
Green Lake County Justice Center
571 County Road A
Green Lake, WI 54941

RE: 2017 Annual Report of the District Attorney's Office

Dear Supervisors:

Please accept this letter as the annual report for the Green Lake County District Attorney's Office for 2017.

In 2017, the district attorney's office received 1251 referrals, which includes contested civil traffic/ordinance violations, requests for review for charges, all criminal violations, death reviews, search warrants, and civil forfeitures. The cases that stand out for purposes of public interest are as follows: 232 drug-related charges, 37 domestics, 113 OWI cases (civil, misdemeanor, and felony), 16 sexual assaults, 10 burglaries, one intentional homicide, and one reckless homicide. The remaining cases were various misdemeanor, felony, criminal traffic, juvenile, CHIPS (children in need of protection or services), forfeiture traffic, and county ordinance violations. By comparison, in 2016, there were a total of 1188 referrals received.

For 2017 felony referrals, 193 were charged, 8 were declined, and 9 remain under review. The under-review referrals are awaiting further investigation or action by the prosecuting attorney. Regarding misdemeanor referrals in 2017, 474 were charged, 25 were declined, and 20 remain under review. There were 14 juvenile delinquency cases and 24 CHIPS cases filed in 2017.

The district attorney's office was involved in two jury trials in 2017. Both were charges of operating while intoxicated.

Thank you for your support of the Green Lake County District Attorney's office, as the office plays an important role in maintaining a safe community by holding offenders accountable within the criminal justice system.

Sincerely,

Andrew J. Christenson
District Attorney



GREEN LAKE COUNTY OFFICE OF THE CORONER

Amanda M. Thoma, Coroner

Office: 920-294-4040 ext. 1229

2017 ANNUAL REPORT OFFICE OF THE CORONER

TO: THE HONORABLE CHAIRMAN AND BOARD OF SUPERVISORS
OF GREEN LAKE COUNTY

Deaths for Green Lake County	244
Death Investigated	163
Autopsies Performed	8
Total Number of Deaths signed by Green Lake County Coroner's Office	163

The reported deaths in Green Lake County has remained consistent with 2016 (246 deaths). I have included a chart for your reference.

I have also included the following information for your referenced based on age at death and how many deaths occurred in Green Lake County for these age ranges. As you can see, the majority of deaths are occurring in the 81-90 age range.

Age Range	Number of Deaths
0-20	1
21-30	2
31-40	3
41-50	5
51-60	10
61-70	40
71-80	58
81-90	80
91+	45

Below is the revenues for signing death certificates and issuing cremation permits. Both revenues increased this past year. This can be attributed to the increase in deaths investigated by the Coroner's office.

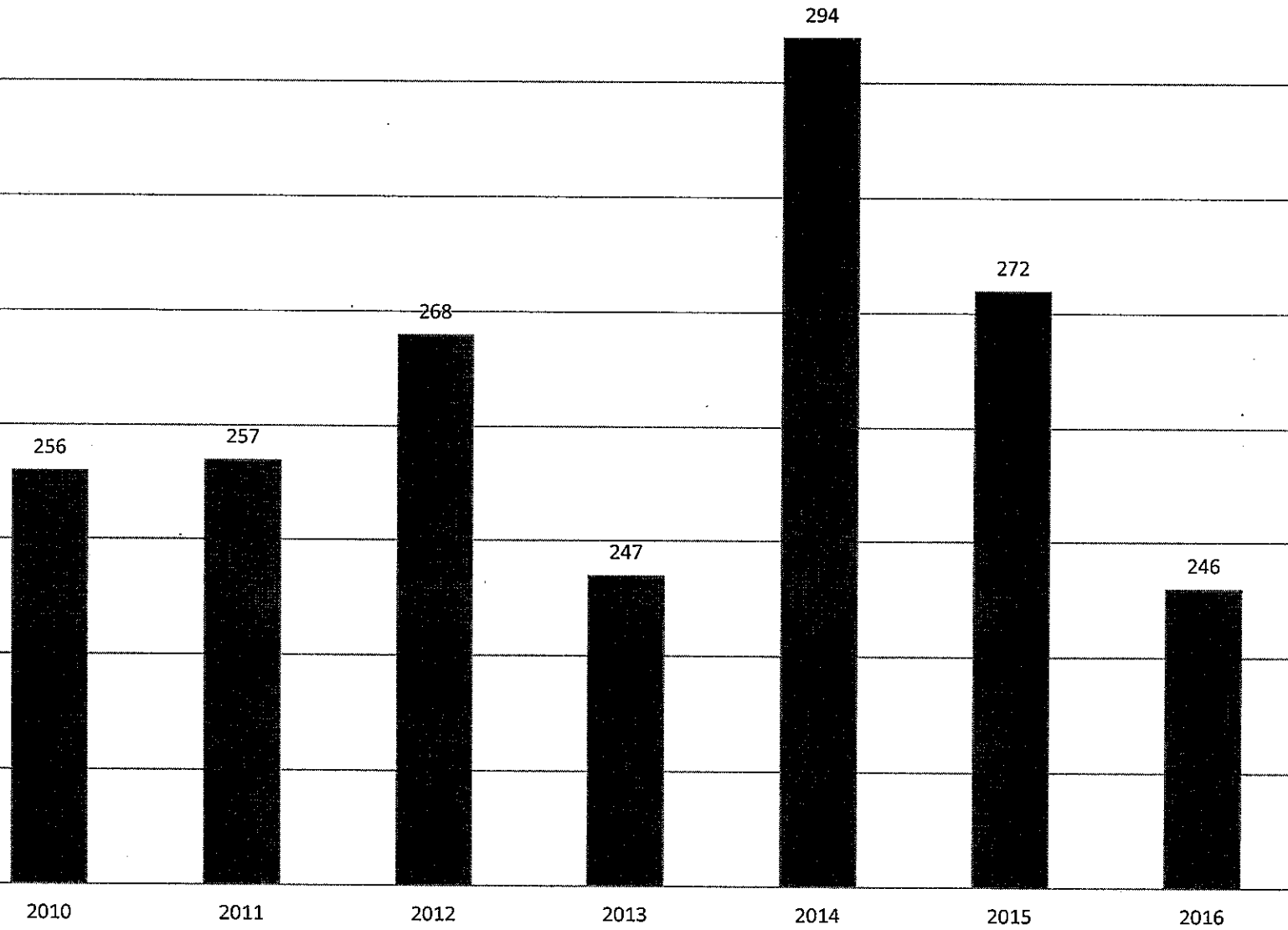
Death Certificate Revenue	\$6,950.00 (2016-\$4,040.00)
Cremation Permit Revenue	\$21,150.00 (2016-\$12,150.00)

Thank you very much for the support you have provided the Coroner's Office this past year and I look forward to continuing to serve Green Lake County citizens in 2018.

Respectfully submitted,

Amanda M. Thoma
Coroner

Green Lake County Deaths





GREEN LAKE COUNTY OFFICE OF EMERGENCY MANAGEMENT

Gary V. Podoll
Director

Office: 920-361-5416
FAX: 920-361-5405

2017 EMERGENCY MANAGEMENT ANNUAL REPORT

Director received from the Federal Emergency Management Agency, the Emergency Management Planning Grant (EMPG) for director salary of \$20,737.64.

Director received an \$8,794.44 Emergency Planning & Community Right to know Act (EPCRA) Hazardous Material Grant.

Director completed Debris Management Course G202 February 22 – 24, 2017. Director attended WI-CAMS (Credentialing) training that is being implementing in Green Lake County. Director attended Web EOC Training, which is state program for tracking things in the Emergency Operation Center. Director updated hazardous material plans for 10 facilities in the county, recorded updates of 38 reporting facilities and 14 Planning facilities.

Director has completed all state and federal requirements and has completed the planning calendar for next year.

Director and Sheriff are on a regional WISCOM committee, which deals with statewide communications interoperability and have attended the Regional meetings.

Director setup and attended National Weather Service (NWS) Tornado Spotters class on March 27, 2017 at the Green Lake County Emergency Operations Center (EOC) and also attend a Tornado Drill on April 20, 2017 at the Green Lake County Government Center.

Director held Local Emergency Planning Committee (LEPC) meetings to go over hazardous material updates required by EPCRA and grants, which was completed and approved, by the state. Director is working with LEPC on local hazardous issues, which pertain to Green Lake County. Director and LEPC have been working with the public health on public health planning and exercises conducted with state throughout the year.

Director, Sheriff, Green Lake Fire Chief and Wisconsin Task Force 1 Urban Search and Rescue Team were at the 2017 Governor's Conference on Homeland Security and Emergency Management held on March 8-9, 2017 in Wisconsin Dells. We conducted a break out session on the three days Full Scale Exercise that was conducted with Wisconsin Task Force 1 in Green Lake County in 2016. It was great to hear comments from people in attendance that it was one of the best breakout sessions that they have attended and that they were able to get some valuable information from what was presented.

A Full Scale Exercise was conducted on August 24, 2017, which involved a Union Pacific Railroad incident in the Dalton area. There were over 100 people that participated in the exercise. It tested Communications, Code Red Notification System, Evacuation, Drone usage, Command Post and Emergency Operations Center (EOC), which was fully activated. It involved a lot of participation from the Amish Community. It was a Great Exercise.

Director updated the Green Lake County Emergency Response Plan with Emergency Support functions. Director is working on updating the Green Lake County Mitigation Plan.

Director was notified of 61 Severe Weather statements and 8 Severe Thunderstorm Warnings that affected Green Lake County. Director was notified of a number of small Hazardous Materials spills, through the state reporting system, which occurred in Green Lake County and also responded to a number of Green Lake County Tactical Unit calls with the Mobile Command Post.



Director participated in a Full Scale Railroad exercise on August 24, 2017, which was held in the Dalton area, which involved Local, State Responders and the Amish Community. We fully activated our County Emergency Operations Center (EOC), with all county agencies represented.



August 24, 2017 Dalton Railroad Full Scale Exercise pictured above on screen is the live Drone video from Dalton to the Green Lake County Emergency Operations Center (EOC) at the Sheriff's Office.



Director, Sheriff, Green Lake Fire Chief and Wisconsin Task Force 1 Urban Search and Rescue Team pictured at the 2017 Governor's Conference on Homeland Security and Emergency Management held on March 8-9, 2017. The group conducted a break out session on the three days Full Scale Exercise that was conducted in Green Lake County in 2016.

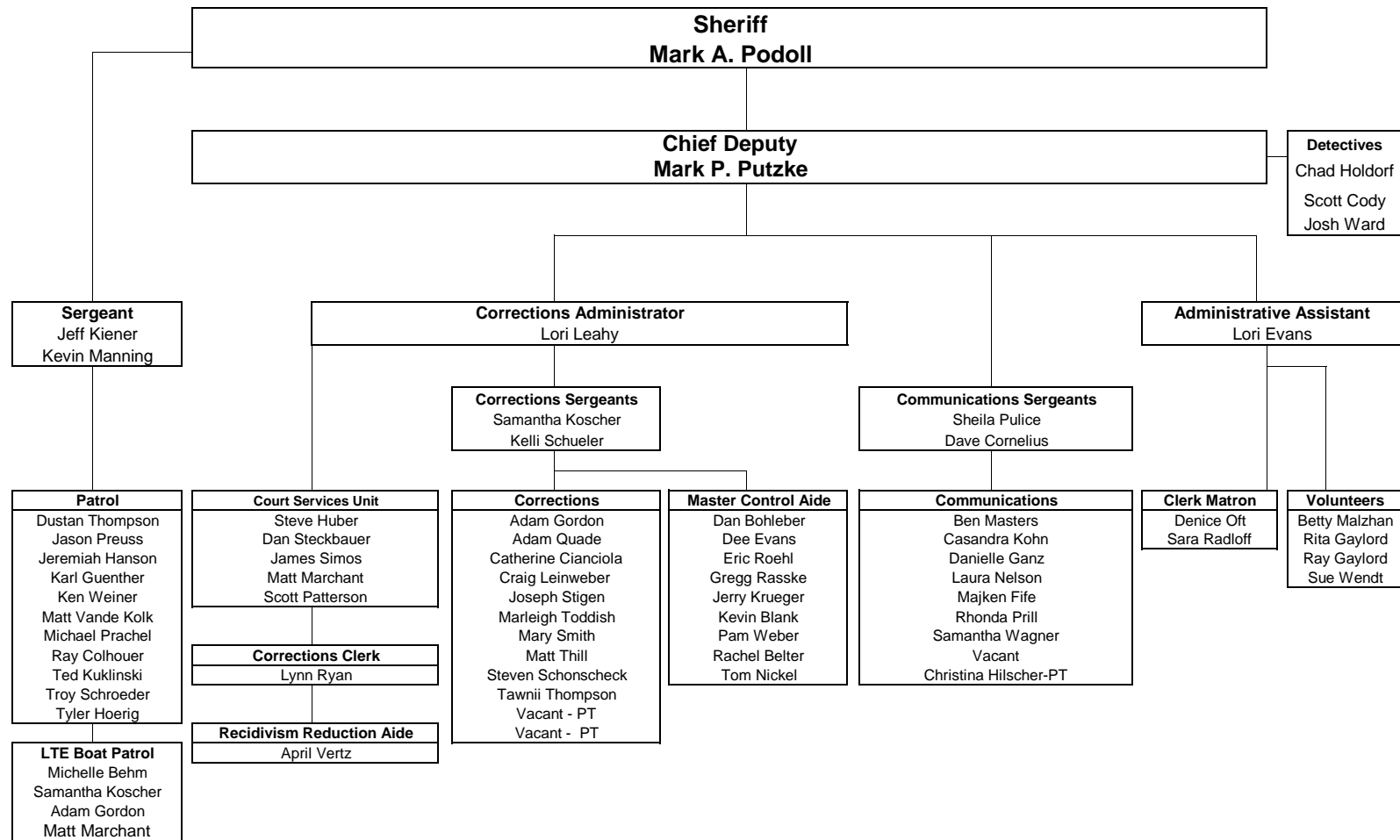
Director is on call 24 hours a day 7 days a week.

Gary V. Podoll

Gary V. Podoll, Director
Green Lake County Emergency Management



GREEN LAKE COUNTY SHERIFF'S OFFICE 2017 ANNUAL REPORT



Sheriff's Office Administration

Sheriff Mark A. Podoll (right) and Chief Deputy Mark P. Putzke (left)



The Green Lake County Sheriff's Office is a proactive public service agency dedicated to excellence through quality customer service. We shall ensure quality service for everyone by way of our responsiveness and accountability. We shall maintain a quality of professionalism through training and development of our staff. We are committed to serving and working together with the community, in a problem-solving partnership, to prevent crime, enforce laws, and resolve conflicts, thereby improving the quality of life for all citizens.

2017 GREEN LAKE COUNTY SHERIFF'S OFFICE

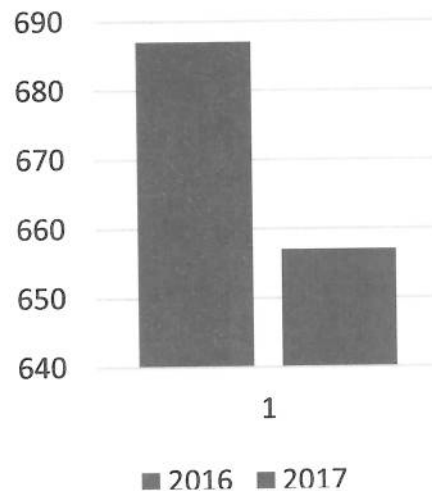
Civil Process (Papers Served)

Civil Process	2016	2017
Papers Served & Attempts	687	657

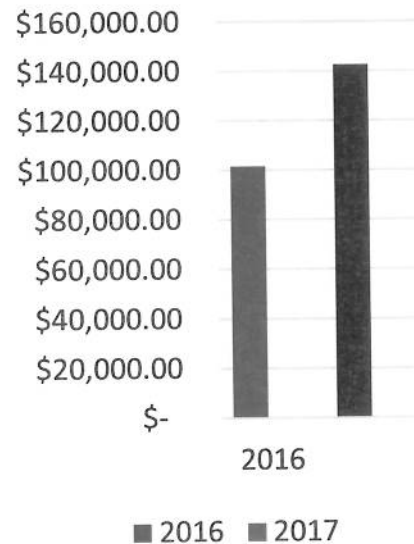
Values of Property Stolen and Recovered

Values	2016	2017
Value of Property Stolen	\$ 101,528.00	\$ 142,618.00
Value of Property Recovered	\$ 24,083.00	\$ 34,841.00

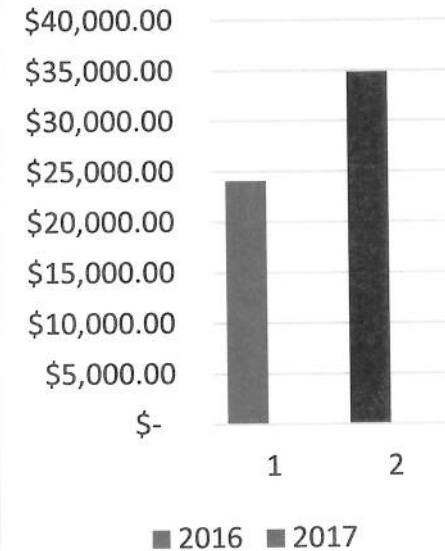
Paper Service
Comparison



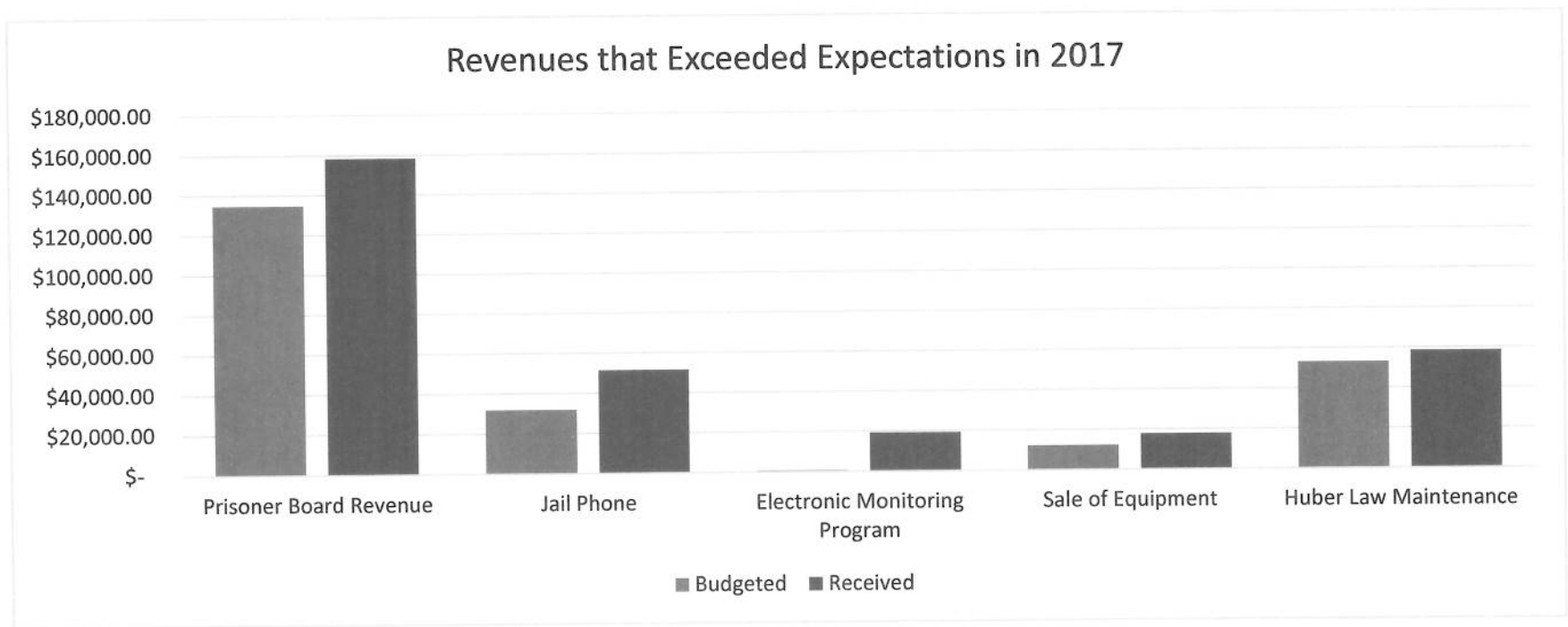
Value of Property
Stolen



Value of Property
Recovered



Green Lake County Sheriff's Office Revenues Exceeding Expectations for 2017		
Revenue Source	Budgeted	Received
Prisoner Board Revenue	\$ 134,703.00	\$ 158,143.88
Jail Phone	\$ 31,909.43	\$ 51,439.00
Electronic Monitoring Program	\$ 600.00	\$ 19,196.00
Sale of Equipment	\$ 12,037.75	\$ 17,667.64
Huber Law Maintenance	\$ 53,000.00	\$ 58,512.10
	\$ 232,250.18	\$ 304,958.62



Green Lake County Sheriff's Office Calls for Service-Comparison between 2016 and 2017

Nature of Incident	2016	2017
911 Follow up	263	225
Abandoned Vehicle	2	3
Adult Transport	265	338
Agency Assistance, Mutual Aid	367	321
Alarm	102	95
Alcohol Offense	6	4
Animal Noise	5	5
Animal Problem	126	106
Arson	1	0
Assault	1	2
Attempted Burglary	1	1
Attempted Suicide	0	1
ATV Complaint	3	3
Non-Sufficient Funds Check	0	1
Bail Jumping	9	8
Boat Complaint	9	14
Burglary	23	16
Cancel call	6	4
Car/Deer Accident	287	227
Car/Deer No Officer Sent	15	9
CERT call for jail	2	0
Child Abuse or Neglect	5	3
Check on Huber inmate	5	9
Citizen Assist	207	156
Citizen Dispute	8	7
Combined Tactical Unit GLSO	4	6
Custodial Interference	19	1
Controlled Substance Problem	73	74
Court Disturbance	1	
Dead Body	10	12
Deliver Message	2	7
Disorderly Conduct	7	5
Dispute Over Estate	0	1

Nature of Incident	2016	2017
Disturbance	34	27
Domestic Situation	13	9
Drugged Driving	24	39
Drugs-Agency Assist	9	3
Emergency Detention Involuntary	13	18
Voluntary Diversion Plan	0	1
Emergency Detention Voluntary	0	2
Embezzlement	1	0
Elder Abuse	0	1
Escort	3	2
Failure to Report to Jail	1	6
Family Fight	5	6
Fire	74	71
Fireworks	17	11
Forgery	1	0
Found Property	19	13
Fraud	18	21
Gas Drive Off	5	5
Harassment	28	21
House Check	15	12
Huber Walk Away	0	2
Ice Rescue	1	1
Illegal Burning	1	0
Information Report	46	46
Internal Invest	6	5
Int Crimes Against Children	0	1
Investigation death	1	5
Jail Incident	4	21
Juvenile Problem	11	16
Juvenile transport	24	23
Juvenile Runaway	0	1
K-9 Assist	105	82
K-9 Person Charged	32	27

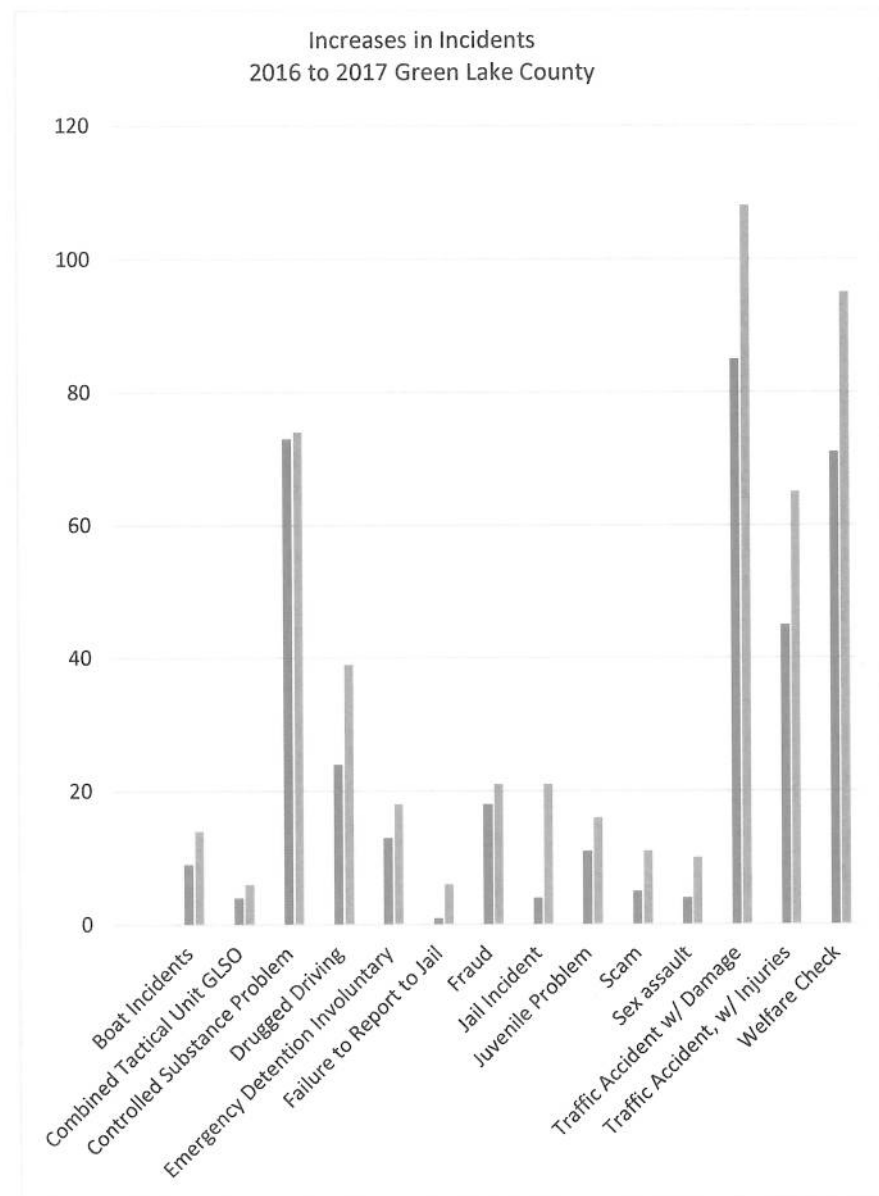
Green Lake County Sheriff's Office Calls for Service-Comparison between 2016 and 2017

Nature of Incident	2016	2017
K-9 Presentation	7	13
K-9 School Search	4	7
K-9 Search and Rescue	1	2
Litter/Pollution/Public Health	6	5
Lockout	106	81
Lost Property	5	3
Medical Emergency	268	272
Miscellaneous	32	6
Missing Person	1	1
Mutual Aid for Fire Dept.	0	1
Noise Complaint	19	18
Obstructing	8	5
Odor complaint	2	1
Offender Release Authorization	4	
Officer Errand	7	8
Open Door	10	5
Ordinance Viol	4	2
OWI Alcohol	72	48
Paper Service	2	1
Parking Problem	3	1
Prisoner Escort to Court	3	
Probation/Parole Violation	17	18
Property Damage, Non Vandalism	2	2
Records Check	96	69
Recovered Stolen Property	2	1
Resisting/Interfering /Officer	1	1
Scam	5	11
Security	1	0
Sex assault	4	10
Sex Offender Registration	4	5
Sex Offense	4	3
Snowmobile Complaint	2	1
Suspicious Person/Circumstance	104	101

Nature of Incident	2016	2017
Temporary Restraining Order	0	6
Theft	45	39
Theft-Automobile	2	2
Theft-Identity	7	7
Theft - Truck/Bus	0	1
Threatening	19	11
Time System Entry	9	13
Traffic Accident w/ Damage	85	108
Traffic Accident, Fatal	2	
Traffic Accident, w/ Injuries	45	65
Traffic Hazard	37	42
Traffic Misc.	170	113
Traffic Patrol Requested	18	13
Traffic Violation	58	52
Trespassing	21	23
Truancy	0	1
Unmanned Aircraft System	0	3
Vandalism	54	22
Varda Alarm	1	0
Violation of court orders	7	4
Wanted Person	55	36
Warrant Pick Up Out of County	4	4
Weapon Offense	8	3
Welfare Check	71	95
Total	3869	3527

Green Lake County Sheriff's Office Increased Incident Comparisons 2016 - 2017

Increases in Incidents			
Nature of Incident		2016	2017
Boat Incidents		9	14
Combined Tactical Unit GLSO		4	6
Controlled Substance Problem		73	74
Drugged Driving		24	39
Emergency Detention Involuntary		13	18
Failure to Report to Jail		1	6
Fraud		18	21
Jail Incident		4	21
Juvenile Problem		11	16
Scam		5	11
Sex assault		4	10
Traffic Accident w/ Damage		85	108
Traffic Accident, w/ Injuries		45	65
Welfare Check		71	95
		367	504

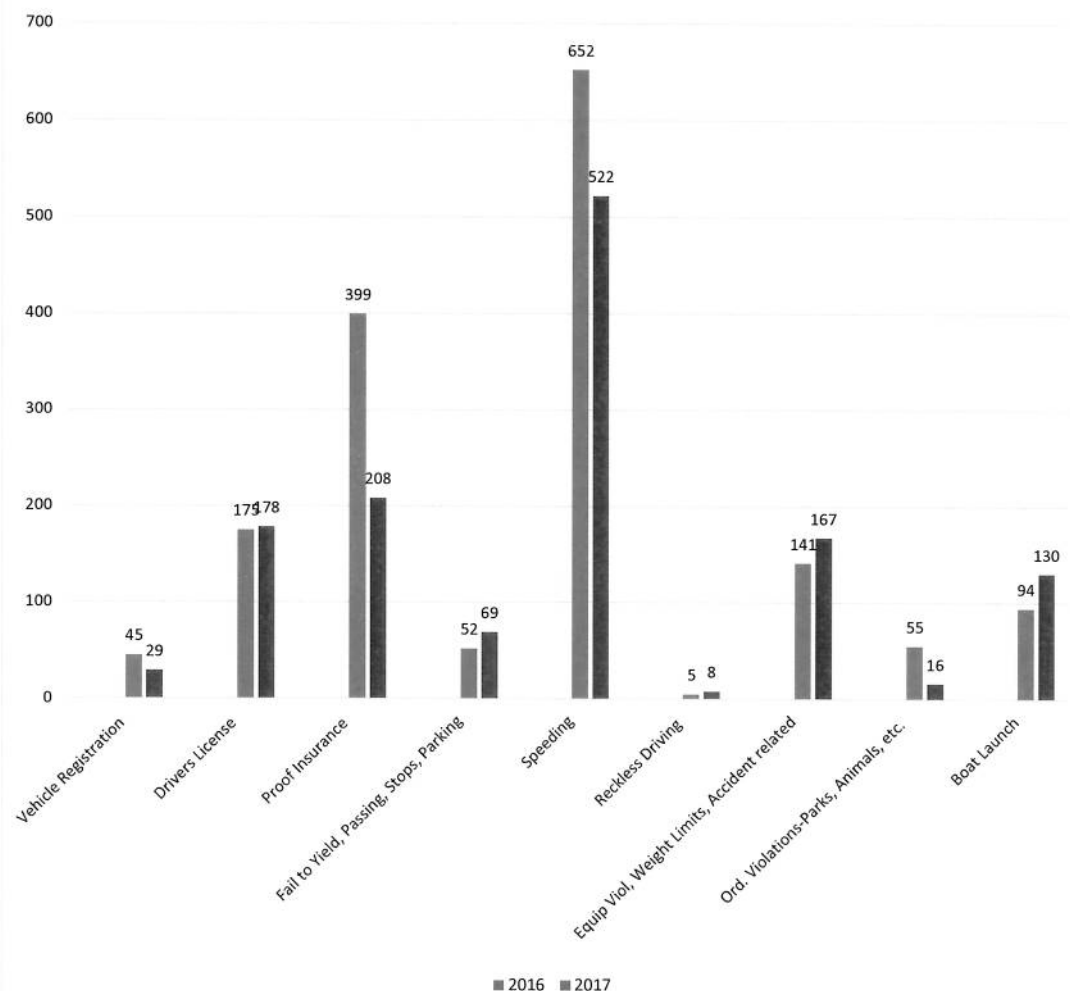


Green Lake County Sheriff's Office Citations 2016 - 2017

TYPE	2016 CITATIONS	2017 CITATIONS
Vehicle Registration	45	29
Drivers License	175	178
Proof Insurance	399	208
Fail to Yield, Passing, Stops, Parking	52	69
Speeding	652	522
Reckless Driving	5	8
Equip Viol, Weight Limits, Accident related	141	167
Ord. Violations-Parks, Animals, etc.	55	16
Boat Launch	94	130
Alcohol Non-Driving	32	22
OWI related are also found in the UCR info.	168	143
Total	1818	1492

BY LOCATION	2016 CITATIONS	2017 CITATIONS
<u>Townships:</u>		
Berlin	302	214
Brooklyn	526	456
Green Lake	274	263
Kingston	29	21
Mackford	89	58
Manchester	166	106
Marquette	58	44
Princeton	182	96
St. Marie	10	17
Seneca	66	48
<u>City/Village</u>		
Berlin	50	77
Green Lake	19	16
Markesan	8	2
Princeton	13	44
Kingston	4	18
Marquette	4	3
<u>Lakes/Rivers</u>		
Big Green	18	9
Little Green		
Puckaway		
Fox		
Total	1818	1492

Green Lake County Sheriff's Office Citations Comparison
2016 - 2017

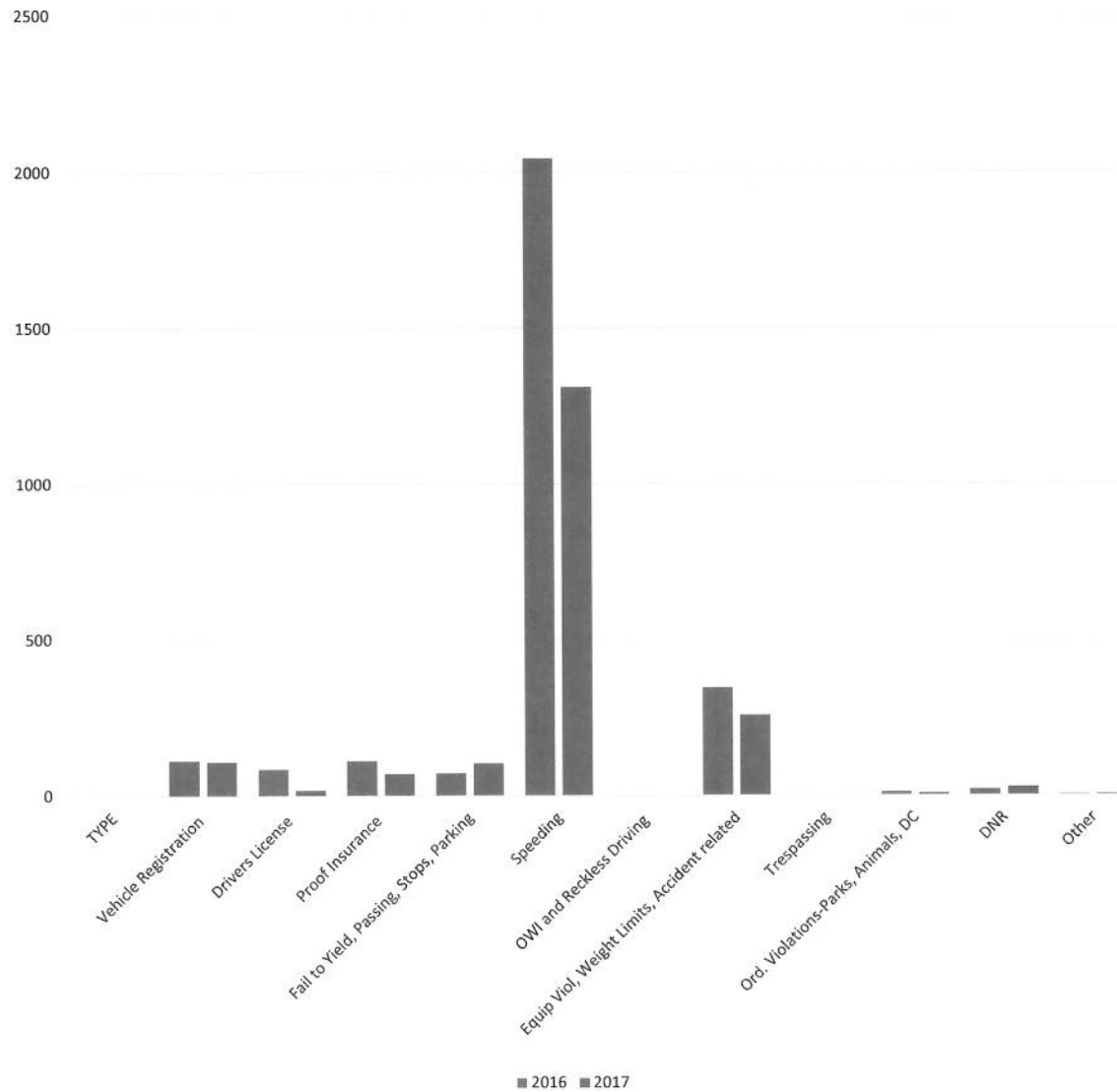


Green Lake County Sheriff's Office Warnings 2016 - 2017

	2016	2017
TYPE	Warnings	Warnings
Vehicle Registration	112	108
Drivers License	85	17
Proof Insurance	111	70
Fail to Yield, Passir	71	103
Speeding	2042	1310
OWI and Reckless	0	1
Equip Viol, Weight	344	256
Trespassing	2	0
Ord. Violations-Par	11	7
DNR	19	26
Other	3	4
Total	2800	1902

	2016	2017
BY LOCATION	Warnings	Warnings
<u>Townships:</u>		
Berlin	416	284
Brooklyn	816	544
Green Lake	373	255
Kingston	35	10
Mackford	177	123
Manchester	261	151
Marquette	124	107
Princeton	273	154
St. Marie	18	10
Seneca	80	59
<u>City/Village</u>		
Berlin	109	85
Green Lake	41	22
Markesan	16	7
Princeton	40	65
Kingston	7	11
Marquette	4	3
<u>Lakes/Rivers</u>		
Big Green	9	11
Little Green		1
Puckaway		
Fox	1	
Total	2800	1902

Green Lake County Sheriff's Office Warnings Comparison
2016-2017

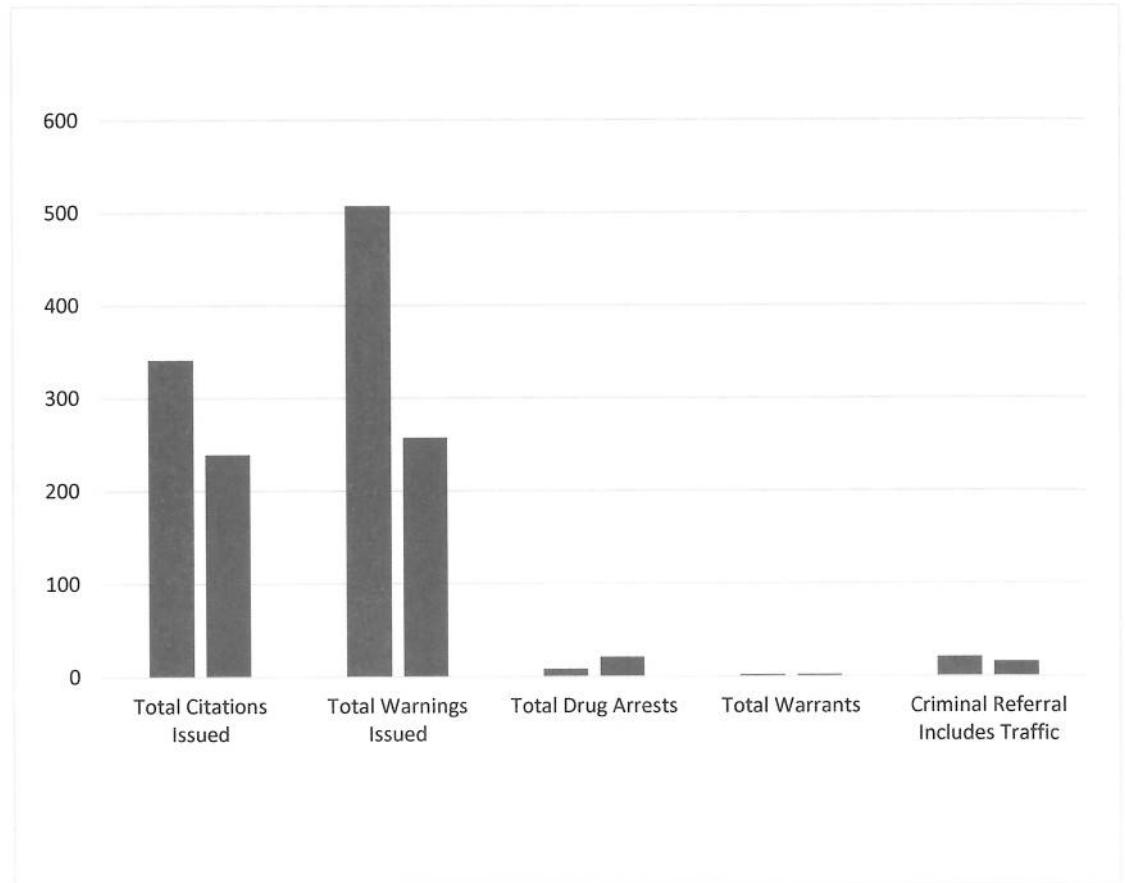


2016 TO 2017 BOTS GRANT FOR PATROL AND COMMUNICATIONS

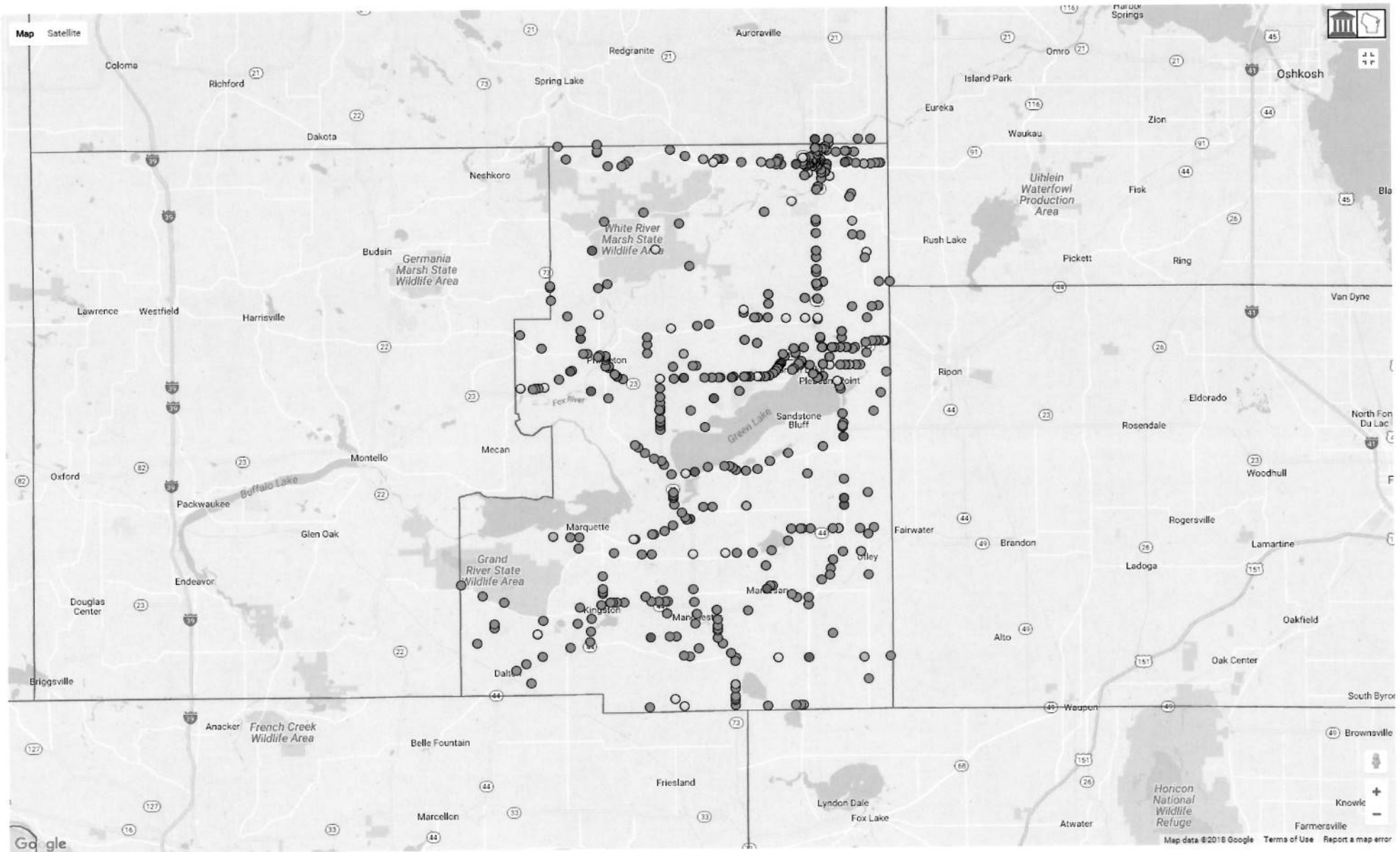
Annually the Bureau of Transportation Safety reviews crash data and awards Seatbelt Grants to Agencies to target seat belt enforcement. In 2016 we received a \$20,000 grant. In 2017 we received a \$10,000 grant. You can see the difference in the number of citations issued when more time was spent working the grant. We only have BOTS statistics from 2015. That year 46.2% of person killed and 24.7% of persons sustaining incapacitating injuries in Wisconsin were not wearing seat belts. Please buckle up.

TYPE	2016	2017
Total Citations Issued	341	239
Total Warnings Issued	507	257
Total Drug Arrests	8	21
Total Warrants	2	2
Criminal Referral Includes Traffic	21	16
Total	879	535

BOTS Grant Citation and Warning Comparison 2016 to 2017



2017 GREEN LAKE COUNTY CRASH MAPPING



● Fatality

● Serious Injury

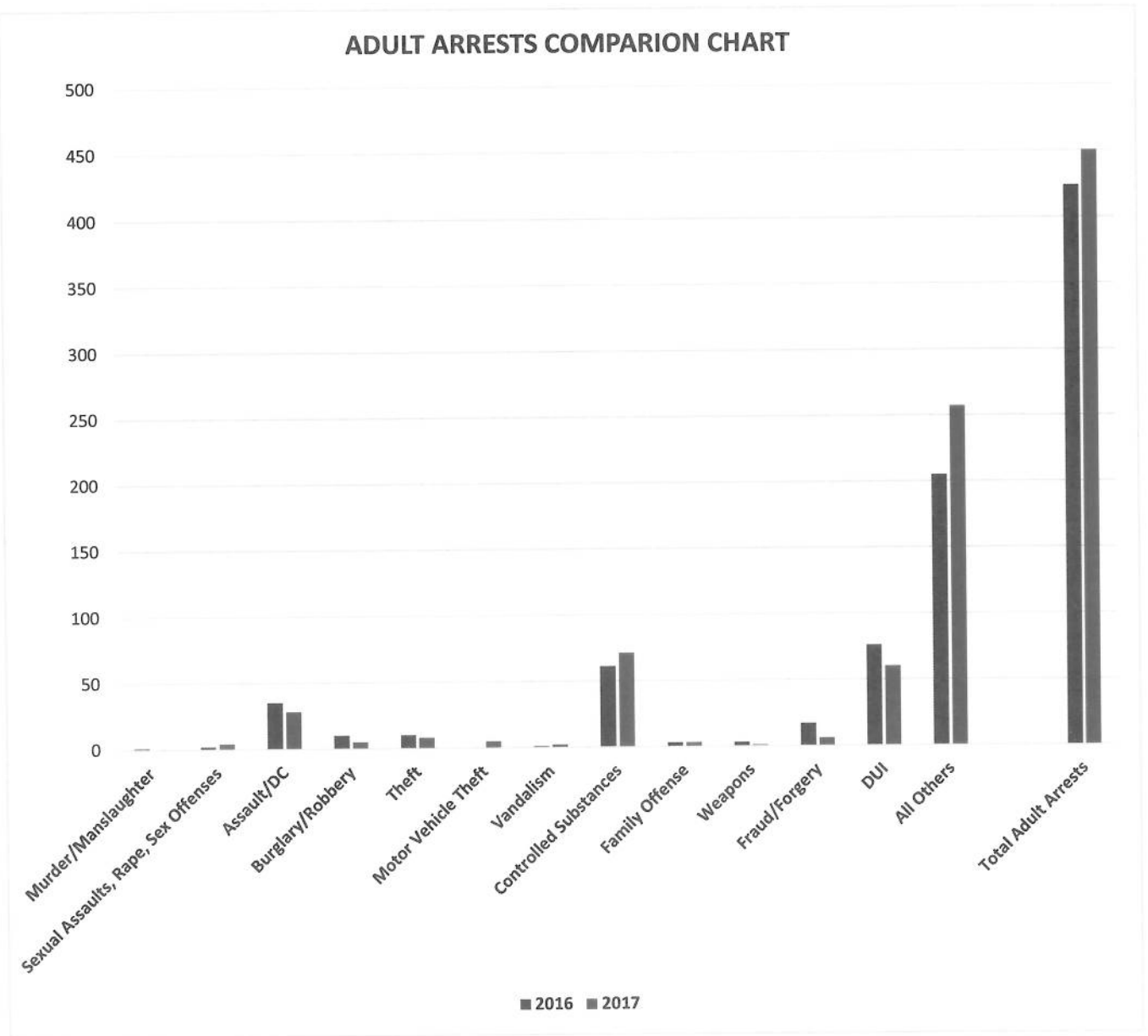
○ Minor Injury

● Possible Injury

● Property Damage

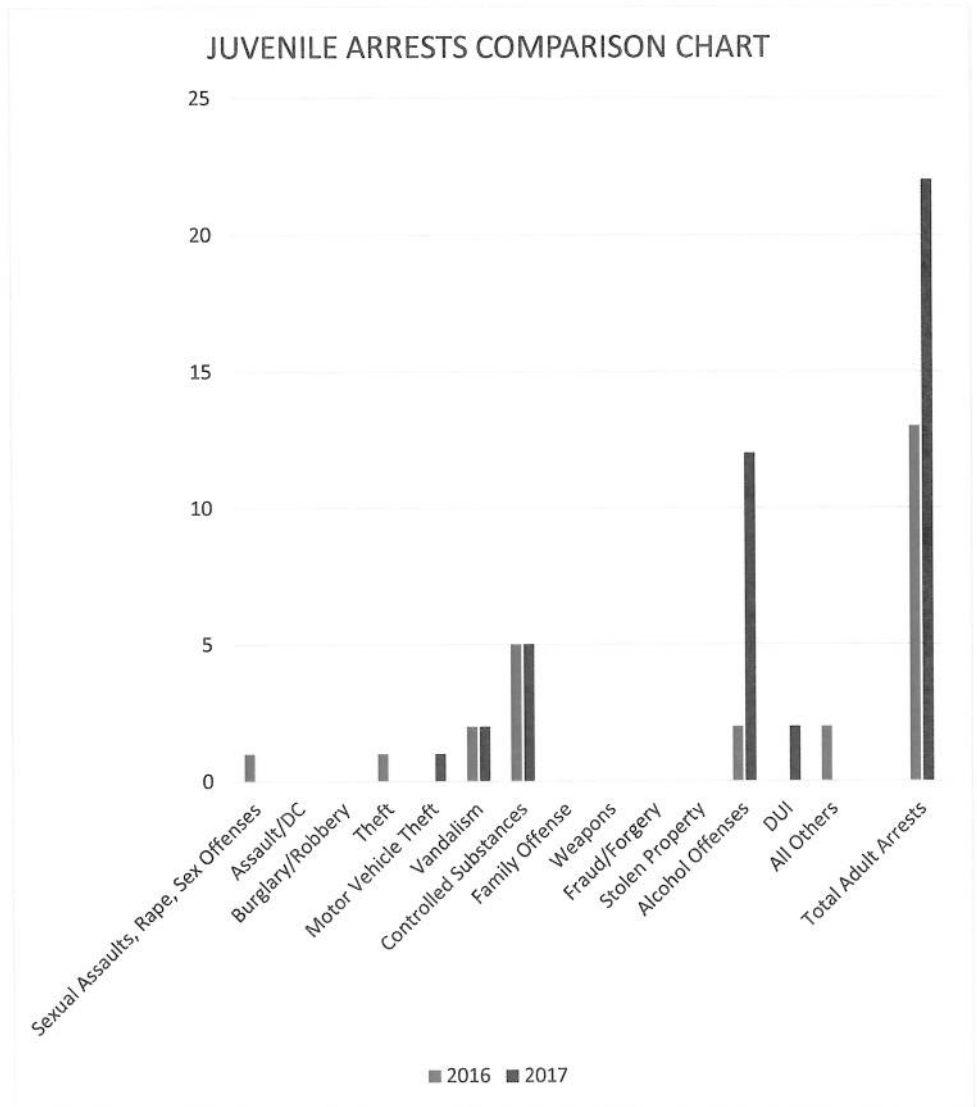
Green Lake County Sheriff's Office Uniform Crime Reporting (UCR) Related Adult Arrests

Criminal Arrests Adult (UCR)	2016	2017
Murder/Manslaughter	1	
Sexual Assaults, Rape, Sex Offenses	2	4
Assault/DC	35	28
Burglary/Robbery	10	5
Theft	10	8
Motor Vehicle Theft		5
Vandalism	1	2
Controlled Substances	61	71
Family Offense	3	3
Weapons	3	1
Fraud/Forgery	17	6
DUI	76	60
All Others	205	257
Total Adult Arrests	424	450



Green Lake County Sheriff's Office Uniform Crime Reporting (UCR) Related Juvenile Arrests

Criminal Arrests Juvenile (UCR)	2016	2017
Murder/Manslaughter		
Sexual Assaults, Rape, Sex Offenses	1	
Assault/DC		
Burglary/Robbery		
Theft	1	
Motor Vehicle Theft		1
Vandalism	2	2
Controlled Substances	5	5
Family Offense		
Weapons		
Fraud/Forgery		
Stolen Property		
Alcohol Offenses	2	12
DUI		2
All Others	2	
Total Adult Arrests	13	22



Green Lake County Sheriff's Office Correctional Facility Administration 2017



Correctional Facility Statistics

Average Daily Population	67
Total Bookings: Male	1173
Female	418
Total Meals Served	61,112
Income - Inmates Housed for Brown County	\$70,133.00
Income - Inmates Housed for Calumet County	\$16,211.00
Income – Electronic Monitoring Program	\$51,439.00
Huber Income	\$74,721.80

Green Lake County Correctional Facility Bookings

Bookings		
Statute Description	2016	2017
Ordinance violations	122	118
Violate Unfair Trade	4	0
Truancy	0	5
Tobacco Use in Schools	1	4
Underage Alcohol	25	51
FALSE EMERGENCY (911) PHONE US	0	1
POSSESS DRUG PARAPHERNALIA-UND	0	2
ILLEGAL USE OF FIREWORKS	0	1
DNR Violations	3	3
Tattoo w/o a License	1	0
minor possessing tobacco	9	13
FAIL/MAINTAIN SEX OFFENDER REG	2	2
DELIVER ILLEGAL ARTICLES TO IN	0	1
Driver's License Violations	154	160
Fleeing/Reckless Driving	7	18
OWI Related	173	182
IGNITION INTERLOCK DEVICE TAMP	51	50
POSSESS/ILLEGALLY OBTAINED PRE	14	9
CONTEMPT OF COURT - DISOBEY OR	17	5
Violate Injunction or Restraining Order	6	11
1ST-DEGREE INTENTIONAL HOMICID	2	1
Battery, Abuse, Sexual Assault	62	61
Negligence, Endangering, Firearms	15	33
Representations Depicting Nudity	0	1
CRIMINAL DAMAGE TO PROPERTY (I	57	31
Arson Related	1	4
Burglary and Theft Related	272	105
Lewd Behavior	0	5
Resisting/Fail to Report	62	64
Bail Jumping	124	192
DISORDERLY CONDUCT	151	166
Threats and Harassment	2	5
Crimes involving Neglect/Abuse of a child	24	16
Child Support/Custody	36	12
Animal Violations	0	5
Drug Related	342	405
Warrant/Criminal or Contempt	215	216
PROBATION VIOLATION	264	260
Total	2218	2218

The Key to understanding this comparison is that these numbers represent what people were booked for. They did not necessarily spend time in jail. Sometimes people are booked on violations of the law so that charges can be referred up to the DA. Not all cases result in jail time served. Often times people are booked on multiple charges. This comparison does not count the number of people booked. It counts violations they were booked for. This comparison includes people committing violations in the rural area of the County as well as those booked for violations by the City Police Departments.

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 14, 2018
Department: Sheriff
Amount: \$1,179.00
Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

Donated Funds for Defibs are kept in a Committed Funds Account. In order to use those funds a budgetary adjustment needs to be made. There are adequate funds (\$6,502.00) in the Defib Committed Funds Account to pay for a new Defib which is needed in the Sheriff's Office. We are therefore asking for approval of this budget adjustment.

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-101-09-52160-999-009	Defib	\$ -	\$ 1,179.00	\$ 1,179.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,179.00	

Department Head Approval: Mel H Pedoll

Date Approved by Committee of Jurisdiction: _____

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

GREEN LAKE COUNTY SHERIFF'S OFFICE SQUAD CAR MILEAGE 2018

[illegible]

Accidents and Complaints for Patrol

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Jan	1	24	19	18	20	1	35	20	0	15	30	29	0	212
Feb	24	24	24	19	17	8	21	21	0	3	18	15	9	203
March										0				0
April										0				0
May										0				0
June										0				0
July										0				0
Aug										0				0
Sept										0				0
Oct										0				0
Nov										0				0
Dec										0				0
Total	25	48	43	37	37	9	56	41	0	18	48	44	9	415
Avg/Month	13	24	22	19	19	5	28	21	0	9	24	22	5	208

Paper Service for Patrol

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Jan	1	7	7	6	1	0	9	20	0	7	18	7		83
Feb	6	1	3	2	2	1	0	9	0	0	2	4	1	31
March										0				0
April										0				0
May										0				0
June										0				0
July										0				0
Aug										0				0
Sept										0				0
Oct										0				0
Nov										0				0
Dec										0				0
Total	7	8	10	8	3	1	9	29	0	7	20	11	1	114
Avg/Month	4	4	5	4	2	1	5	15	0	4	10	6	1	57

Citations for Patrol

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Jan	0	9	3	0	6	0	19	7	0	6	6	9		65
Feb	0	1	12	0	0	1	17	8	0	0	11	10	0	60
March										0				0
April										0				0
May										0				0
June										0				0
July										0				0
Aug										0				0
Sept										0				0
Oct										0				0
Nov										0				0
Dec										0				0
Total	0	10	15	0	6	1	36	15	0	6	17	19	0	125
Avg/Month	0	5	8	0	3	1	18	8	0	3	9	10	0	63

Warnings for Patrol

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Jan	0	30	9	0	5	0	24	11	0	28	7	10		124
Feb	0	15	26	2	2	7	17	14	0	0	14	10	0	107
March										0				0
April										0				0
May										0				0
June										0				0
July										0				0
Aug										0				0
Sept										0				0
Oct										0				0
Nov										0				0
Dec										0				0
Total	0	45	35	2	7	7	41	25	0	28	21	20	0	231
Avg/Month	0	23	18	1	4	4	21	13	0	14	11	10	0	116

Year to Date Totals - Accidents, Complaints, Paper Service, Citations and Warnings for Patrol

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Total Annual Contacts	32	111	103	47	53	18	142	110	0	59	106	94	10	885
Avg. per Month	16	56	52	24	27	9	71	55	0	30	53	47	5	443

BOAT LAUNCH/MUNICIPAL ORDINANCE CITATIONS

2018	Colhouer	Hanson	Hoerig	Kiener	Kuklinski	Manning	Prachel	Preuss	Schroeder	Thompson	Vande Kolk	Weiner	Majeskie	Total
Jan										0				0
Feb										0				0
March										0				0
April										0				0
May										0				0
June										0				0
July										0				0
Aug										0				0
Sept										0				0
Oct										0				0
Nov										0				0
Dec										0				0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Avg/Month	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Accidents and Complaints for Detectives

2018	Cody	Holdorf	Ward	Roky	Tess
Jan	4	3	1	6	3
Feb	3	3	1	5	1
March					
April					
May					
June					
July					
Aug					
Sept					
Oct					
Nov					
Dec					
Total	7	6	2	11	4
Average	4	3	1	6	2

Arrests for Detectives

2018	Cody	Holdorf	Ward	Roky
Jan	0	0	0	1
Feb	0	1	0	2
March				
April				
May				
June				
July				
Aug				
Sept				
Oct				
Nov				
Dec				
Total	0	1	0	3
Average	0	1	0	2



571 County Road A • PO Box 586 • Green Lake, WI 54941-0586
Ph. 920-294-4000 • Fax. 920-294-3850

**Sheriff's Office Judicial/Law Enforcement Committee
Report for the Month of February 2018**

Deputy contacts for this month	401
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Types of Contacts this month	Number of Contacts
Adult Transports	33
Agency Assistance, Mutual Aid	30
Medical Emergency	27
911 Follow Up	20
Car/Deer Accident	17
Citizen Assist	10
Animal Problem	9
Traffic Misc.	9
Traffic Accident w/Damage	7
Record Check	7
Suspicious Person/Circumstance	7
Welfare Check	7
Dead Body	5
Harassment	5
Alarm	4
Information Report	4
OWI Alcohol	4
Traffic Accident w/Injuries	4
Wanted Person	4
Jail Incident	3
K-9 Assist	3
Disturbance	2
Controlled Substance Problem	2
Drugs- Agency Assist	2
Emergency Detention Involuntary	2
Family Fight	2
K-9 Person Charged	2

Sheriff Mark A. Podoll

Types of Contacts this month continued

Lockout	2
Drugged Driving	2
Probation/Parole Violation	2
Traffic Patrol Requested	2
Weapon Offense	2
Cancel Call	1
CERT call for jail	1
Disorderly Conduct	1
Domestic Situation	1
Unmanned Aircraft System	1
Obstructing	1
Firearms Surrender	1
Fraud	1
Failure to Report to Jail	1
Check on Inmate	1
Juvenile Transport	1
Juvenile Problem	1
K-9 Presentation	1
Miscellaneous	1
Open Door	1
Property Damage, Non Vandalism	1
Sex Offense	1
Theft	1
Time System Entry	1
Traffic Hazard	1
Traffic Violation	1
Vandalism	1

GREEN LAKE COUNTY JAIL MONTHLY STATISTICS

MONTH/ YEAR	ADP	HUBER	HUBER/EMP INCOME	FEMALE	LOCK DOWN	MEALS	EMP	GL INMATES TRANSFERREC	Brown Co. Days SAFEKEEPERS	Billed for Brown Co. Safekeepers	Calumet Co Days Safekeepers	Billed for Calumet Safekeepers
Jan-18	72	13	\$ 7,337.44	17	47	5973	2	0	192	\$ 8,256.00	108	\$ 4,644.00
Feb-18	75	13	\$ 7,353.17	17	48	5609	2	0				
Mar-18												
Apr-18												
May-18												
Jun-18												
Jul-18												
Aug-18												
Sep-18												
Oct-18												
Nov-18												
Dec-18												
Average	73	13	\$ 7,345.31	17	48	5791	2	0	192	\$ 8,256.00	108	\$ 4,644.00

ADP- Average daily population

Huber- Sentenced inmate, work release + Sent/Huber from other county

Huber Income- Amount paid by Huber and CAM inmates for the month

Female- Average number of females held that month

Lockdown- Number of inmates held that month that are not working Huber's

Meals- Number of meals + bag lunches served that month

EMP- Number of inmates on electronic monitoring

GL Inmates Transferred- Inmate serving in other county + Sent/Huber serv. out of county

Safekeepers - Holding for another county

Safekeeper days - the number of cumulative days that month for all Safekeepers for that county



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**Sheriff's Office Judicial/Law Enforcement Committee
Report for the Month of February 2018
Correctional Facility**

Average Daily Population in the Jail for this month	75
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Inmates in custody for (some inmates have more than one charge)

Charge	Number of Charges
Obstructing	26
Probation/Parole	19
Drug related	14
Traffic Offense	8
Warrants	8
Theft	6
Assault	4
Resisting/Interfering w/Police	4
Disorderly Conduct	3
DUI	3
Destruct/Damage/Vandalize	2
Arson	1
Burglary	1
ES Sanction Hold	1
Homicide	1
Threatening	1
Trespass of Real Property	1

Civil Disputes

466.1 PURPOSE AND SCOPE

Best Practice

This policy provides members of the Green Lake County Sheriff's Office with guidance for addressing conflicts between persons when no criminal investigation or enforcement action is warranted (e.g., civil matters), with the goal of minimizing any potential for violence or criminal acts.

The Domestic Abuse Policy will address specific legal mandates related to domestic violence court orders. References in this policy to "court orders" apply to any order of a court that does not require arrest or enforcement by the terms of the order or by Wisconsin law.

466.2 POLICY

Best Practice

The Green Lake County Sheriff's Office recognizes that a law enforcement presence at a civil dispute can play an important role in the peace and safety of the community. Subject to available resources, members of this office will assist at the scene of civil disputes with the primary goal of safeguarding persons and property, preventing criminal activity and maintaining the peace. When handling civil disputes, members will remain impartial, maintain a calm presence, give consideration to all sides and refrain from giving legal or inappropriate advice.

466.3 GENERAL CONSIDERATIONS

Best Practice

When appropriate, members handling a civil dispute should encourage the involved parties to seek the assistance of resolution services or take the matter to the civil courts. Members must not become personally involved in disputes and shall at all times remain impartial.

While not intended to be an exhaustive list, members should give considerations to the following when handling civil disputes:

- (a) Civil disputes tend to be confrontational and members should be alert that they can escalate to violence very quickly. De-escalation techniques should be used when appropriate.
- (b) Members should not dismiss alleged or observed criminal violations as a civil matter and should initiate the appropriate investigation and report when criminal activity is apparent.
- (c) Members shall not provide legal advice, however, when appropriate, members should inform the parties when they are at risk of violating criminal laws.
- (d) Members are reminded that they shall not enter a residence or other non-public location without legal authority including valid consent.

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Civil Disputes

- (e) Members should not take an unreasonable amount of time assisting in these matters and generally should contact a supervisor if it appears that peacekeeping efforts longer than 30 minutes are warranted.

466.4 COURT ORDERS

Best Practice

Disputes involving court orders can be complex. Where no mandate exists for a deputy to make an arrest for a violation of a court order, the matter should be addressed by documenting any apparent court order violation in a report. If there appears to be a more immediate need for enforcement action, the investigating deputy should consult a supervisor prior to making any arrest.

If a person appears to be violating the terms of a court order but is disputing the validity of the order or its applicability, the investigating deputy should document the following:

- (a) The person's knowledge of the court order or whether proof of service exists.
- (b) Any specific reason or rationale the involved person offers for not complying with the terms of the order.

A copy of the court order should be attached to the report when available. The report should be forwarded to the appropriate prosecutor. The report should also be forwarded to the court issuing the order with a notice that the report was also forwarded to the prosecutor for review.

466.4.1 STANDBY REQUESTS

Best Practice

Deputies responding to a call for standby assistance to retrieve property should meet the person requesting assistance at a neutral location to discuss the process. The person should be advised that items that are disputed will not be allowed to be removed. The member may advise the person to seek private legal advice as to the distribution of disputed property.

Members should accompany the person to the location of the property. Members should ask if the other party will allow removal of the property or whether the other party would remove the property.

If the other party is uncooperative, the person requesting standby assistance should be instructed to seek private legal advice and obtain a court order to obtain the items. Deputies should not order the other party to allow entry or the removal of any items. If there is a restraining or similar order against the person requesting standby assistance, that person should be asked to leave the scene or they may be subject to arrest for violation of the order.

If the other party is not present at the location, the member will not allow entry into the location or the removal of property from the location.

466.5 VEHICLES AND PERSONAL PROPERTY

Best Practice

Deputies may be faced with disputes regarding possession or ownership of vehicles or other personal property. Deputies may review documents provided by parties or available databases (e.g., vehicle registration), but should be aware that legal possession of vehicles or personal

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Civil Disputes

property can be complex. Generally, deputies should not take any enforcement action unless a crime is apparent. The people and the vehicle or personal property involved should be identified and the incident documented.

466.6 REAL PROPERTY

Best Practice

Disputes over possession or occupancy of real property (e.g., land, homes, apartments) should generally be handled through a person seeking a court order.

466.6.1 CRIMINAL TRESPASS TO DWELLINGS

State MODIFIED

When a deputy has probable cause to believe that the person has committed criminal trespass in a dwelling in violation of Wis. Stat. § 943.14 the deputy should arrest and remove the violator (Wis. Stat. § 175.403). Considerations for determining whether probable cause exists include:

- (a) An identified owner or other person responsible for the dwelling identifies the person as a violator.
- (b) An identified owner or other person responsible for the dwelling has supplied the office with an affidavit or other documents identifying those persons permitted to be on the property and restricting access to others.
- (c) The person produces reasonable documentation (e.g., rental receipts, service, utility bills, postal or shipping deliveries) that identifies the person is lawfully in the dwelling.
- (d) A person familiar with the area or property is able to identify those with a history of access to the dwelling.
- (e) Statements made or observations that corroborate whether the person created or provoked a breach of the peace (e.g. a fear of bodily harm was created or the peace and sanctity of the home was otherwise disturbed or disrupted).

WILENET maintains a publication titled, "Removal of Trespassers by Law Enforcement", for additional information purposes.

Crisis Intervention Incidents

467.1 PURPOSE AND SCOPE

Best Practice

This policy provides guidelines for interacting with those who may be experiencing a mental health or emotional crisis. Interaction with such individuals has the potential for miscommunication and violence. It often requires a deputy to make difficult judgments about a person's mental state and intent in order to effectively and legally interact with the individual.

467.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Person in crisis - A person whose level of distress or mental health symptoms have exceeded the person's internal ability to manage his/her behavior or emotions. A crisis can be precipitated by any number of things, including an increase in the symptoms of mental illness despite treatment compliance; non-compliance with treatment, including a failure to take prescribed medications appropriately; or any other circumstance or event that causes the person to engage in erratic, disruptive or dangerous behavior that may be accompanied by impaired judgment.

467.2 POLICY

Best Practice

The Green Lake County Sheriff's Office is committed to providing a consistently high level of service to all members of the community and recognizes that persons in crisis may benefit from intervention. The Office will collaborate, where feasible, with mental health professionals to develop an overall intervention strategy to guide its members' interactions with those experiencing a mental health crisis. This is to ensure equitable and safe treatment of all involved.

467.3 SIGNS

Best Practice

Members should be alert to any of the following possible signs of mental health issues or crises:

- (a) A known history of mental illness
- (b) Threats of or attempted suicide
- (c) Loss of memory
- (d) Incoherence, disorientation or slow response
- (e) Delusions, hallucinations, perceptions unrelated to reality or grandiose ideas
- (f) Depression, pronounced feelings of hopelessness or uselessness, extreme sadness or guilt
- (g) Social withdrawal
- (h) Manic or impulsive behavior, extreme agitation, lack of control

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Crisis Intervention Incidents

- (i) Lack of fear
- (j) Anxiety, aggression, rigidity, inflexibility or paranoia

Members should be aware that this list is not exhaustive. The presence or absence of any of these should not be treated as proof of the presence or absence of a mental health issue or crisis.

467.4 COORDINATION WITH MENTAL HEALTH PROFESSIONALS

Best Practice **MODIFIED**

The Sheriff should designate an appropriate Division Administrator to collaborate with mental health professionals to develop an education and response protocol. It should include a list of community resources, to guide office interaction with those who may be suffering from mental illness or who appear to be in a mental health crisis.

467.5 FIRST RESPONDERS

Best Practice

Safety is a priority for first responders. It is important to recognize that individuals under the influence of alcohol, drugs or both may exhibit symptoms that are similar to those of a person in a mental health crisis. These individuals may still present a serious threat to deputies; such a threat should be addressed with reasonable tactics. Nothing in this policy shall be construed to limit a deputy's authority to use reasonable force when interacting with a person in crisis.

Deputies are reminded that mental health issues, mental health crises and unusual behavior alone are not criminal offenses. Individuals may benefit from treatment as opposed to incarceration.

A deputy responding to a call involving a person in crisis should:

- (a) Promptly assess the situation independent of reported information and make a preliminary determination regarding whether a mental health crisis may be a factor.
- (b) Request available backup deputies and specialized resources as deemed necessary and, if it is reasonably believed that the person is in a crisis situation, use conflict resolution and de-escalation techniques to stabilize the incident as appropriate.
- (c) If feasible, and without compromising safety, turn off flashing lights, bright lights or sirens.
- (d) Attempt to determine if weapons are present or available.
- (e) Take into account the person's mental and emotional state and potential inability to understand commands or to appreciate the consequences of his/her action or inaction, as perceived by the deputy.
- (f) Secure the scene and clear the immediate area as necessary.
- (g) Employ tactics to preserve the safety of all participants.
- (h) Determine the nature of any crime.
- (i) Request a supervisor, as warranted.

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Crisis Intervention Incidents

- (j) Evaluate any available information that might assist in determining cause or motivation for the person's actions or stated intentions.
- (k) If circumstances reasonably permit, consider and employ alternatives to force.

467.6 DE-ESCALATION

Best Practice

Deputies should consider that taking no action or passively monitoring the situation may be the most reasonable response to a mental health crisis.

Once it is determined that a situation is a mental health crisis and immediate safety concerns have been addressed, responding members should be aware of the following considerations and should generally:

- Evaluate safety conditions.
- Introduce themselves and attempt to obtain the person's name.
- Be patient, polite, calm, courteous and avoid overreacting.
- Speak and move slowly and in a non-threatening manner.
- Moderate the level of direct eye contact.
- Remove distractions or disruptive people from the area.
- Demonstrate active listening skills (e.g., summarize the person's verbal communication).
- Provide for sufficient avenues of retreat or escape should the situation become volatile.

Responding deputies generally should not:

- Use stances or tactics that can be interpreted as aggressive.
- Allow others to interrupt or engage the person.
- Corner a person who is not believed to be armed, violent or suicidal.
- Argue, speak with a raised voice or use threats to obtain compliance.

467.7 INCIDENT ORIENTATION

Best Practice

When responding to an incident that may involve mental illness or a mental health crisis, the deputy should request that the dispatcher provide critical information as it becomes available. This includes:

- (a) Whether the person relies on drugs or medication, or may have failed to take his/her medication.
- (b) Whether there have been prior incidents, suicide threats/attempts, and whether there has been previous sheriff's response.
- (c) Contact information for a treating physician or mental health professional.

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Crisis Intervention Incidents

Additional resources and a supervisor should be requested as warranted.

467.8 SUPERVISOR RESPONSIBILITIES

Best Practice **MODIFIED**

A supervisor may respond to the scene of any interaction with a person in crisis. Responding supervisors should:

- (a) Attempt to secure appropriate and sufficient resources.
- (b) Closely monitor any use of force, including the use of restraints, and ensure that those subjected to the use of force are provided with timely access to medical care (see the Handcuffing and Restraints Policy).
- (c) Consider strategic disengagement. Absent an imminent threat to the public and, as circumstances dictate, this may include removing or reducing law enforcement resources or engaging in passive monitoring.
- (d) Ensure that all reports are completed and that incident documentation uses appropriate terminology and language.
- (e) Conduct an after-action tactical and operational debriefing, and prepare an after-action evaluation of the incident to be forwarded to the Division Administrator.
- (f) Evaluate whether a critical incident stress management debriefing for involved members is warranted.

467.9 INCIDENT REPORTING

Best Practice

Members engaging in any oral or written communication associated with a mental health crisis should be mindful of the sensitive nature of such communications and should exercise appropriate discretion when referring to or describing persons and circumstances.

Members having contact with a person in crisis should keep related information confidential, except to the extent that revealing information is necessary to conform to office reporting procedures or other official mental health or medical proceedings.

467.9.1 DIVERSION

Best Practice

Individuals who are not being arrested should be processed in accordance with the Emergency Detentions Policy.

467.10 NON-SWORN INTERACTION WITH PEOPLE IN CRISIS

Best Practice

Non-sworn members may be required to interact with persons in crisis in an administrative capacity, such as dispatching, records request, and animal control issues.

- (a) Members should treat all individuals equally and with dignity and respect.

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Crisis Intervention Incidents

- (b) If a member believes that he/she is interacting with a person in crisis, he/she should proceed patiently and in a calm manner.
- (c) Members should be aware and understand that the person may make unusual or bizarre claims or requests.

If a person's behavior makes the member feel unsafe, if the person is or becomes disruptive or violent, or if the person acts in such a manner as to cause the member to believe that the person may be harmful to him/herself or others, a deputy should be promptly summoned to provide assistance.

467.11 EVALUATION

Best Practice **MODIFIED**

The Division Administrator designated to coordinate the crisis intervention strategy for this office should ensure that a thorough review and analysis of the office response to these incidents is conducted as needed. Reports may be generated, however, will not include identifying information pertaining to any involved individuals, deputies or incidents and will be submitted to the Sheriff through the chain of command.

467.12 TRAINING

Best Practice

In coordination with the mental health community and appropriate stakeholders, the Office will develop and provide comprehensive education and training to all office members to enable them to effectively interact with persons in crisis.

Reporting of Employee Convictions

1010.1 PURPOSE AND SCOPE

State MODIFIED

Convictions of certain offenses may restrict or prohibit an employee's ability to properly perform official duties. Therefore, all employees shall be required to promptly notify the Office of any past and current criminal convictions.

The Chief Deputy for sworn staff, and/or the Corrections Administrator for correctional staff, shall submit in a timely manner a notice to the Wisconsin Department of Justice Training Standards Bureau (WisDOJ TSB) of any appointment, termination, reinstatement, name change or status change regarding any peace officer or certified correctional officer employed by this office (Wis. Admin. Code LES § 2.01).

- (a) In the absence of the Chief Deputy and Corrections Administrator, the training Sergeant of the patrol will submit the above noted information and/or forms.

The Chief Deputy Sheriff for sworn staff and the Corrections Administrator for correctional staff, shall submit in a timely manner a notice to WisDOJ TSB of a felony conviction or any lawful reason that disqualifies any current peace officer or correctional officer employed by this office or any former peace officer if this office was responsible for the investigation (Wis. Admin. Code LES § 6.02).

1010.2 DOMESTIC VIOLENCE CONVICTIONS AND PROTECTION ORDERS

Federal

Wisconsin and federal law prohibit individuals convicted of certain offenses and individuals subject to certain court orders from lawfully possessing a firearm. Such convictions and court orders often involve allegations of the use or attempted use of force or threatened use of a weapon on any individual in a domestic relationship (e.g., spouse, cohabitant, parent, child) (18 USC § 922; Wis. Stat. § 813.12).

All members are responsible for ensuring that they have not been disqualified from possessing a firearm by any such conviction or court order and shall promptly report any such conviction or court order to a supervisor, as provided in this policy.

1010.3 CRIMINAL CONVICTIONS

State MODIFIED

Any person convicted of a felony is prohibited from being a peace officer in the State of Wisconsin (Wis. Admin. Code LES § 2.01).

Convictions of certain motor vehicle law violations and other provisions of motor vehicle law may also place restrictions on an employee's ability to fully perform the duties of the job.

- Staff who are required to operate County owned vehicles shall report traffic citations also as noted below.

Green Lake County Sheriff's Office

Green Lake County SO Policy Manual

Reporting of Employee Convictions

- All staff should be aware that any investigation or conviction for any ordinance, traffic, or criminal violation may also result in the application of the Standards of Conduct Policy or an Ethics violation.

While legal restrictions may or may not be imposed by statute or by the courts upon conviction of any criminal offense, criminal conduct by members of this office may prohibit him/her from carrying out law enforcement duties.

1010.4 REPORTING PROCEDURE

Best Practice

All members of this office and all retired deputies with an identification card issued by the Office shall promptly notify their immediate supervisor (or the Sheriff in the case of retired deputies) in writing of any past or current criminal arrest or conviction, regardless of whether or not the matter is currently on appeal and regardless of the penalty or sentence, if any.

All members and all retired deputies with an identification card issued by the Office shall further promptly notify their immediate supervisor (or the Sheriff in the case of retired deputies) in writing if the member or retiree becomes the subject of a domestic violence restraining order or similar court order.

Any member whose criminal conviction unduly restricts or prohibits that member from fully and properly performing his/her duties may be disciplined including, but not limited to, being placed on administrative leave, reassignment and/or termination.

Any member failing to provide prompt written notice pursuant to this policy shall be subject to discipline.

A deputy may be exempt from surrender of a firearm that he/she is required, as a condition of employment, to possess whether on- or off-duty if the peace officer is currently the subject of a domestic abuse restraining order or injunction (Wis. Stat. § 813.12(4m)(ag)). As such, members shall promptly notify the Office if they become the subject of any domestic abuse restraining order or injunction.