



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

January 13, 2016

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Gene Thom at 4:30 PM on January 13, 2016 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: Gene Thom – Chair
Sue Wendt – Vice Chair
Debra Schubert
Michael Starshak

Others Present:

Dawn Klockow, Corp. Counsel
Mark Podoll, Sheriff
Lori Evans, Admin. Ass't to Sheriff
Lynn Ryan, RR Coordinator
Jeanne Theune - CS
Andrew Christenson, DA

Mark Putzke, Chief Deputy
Amanda Thoma, Coroner
Tony Daley, Berlin Journal
Amy Thoma, Clerk of Circuit Court
Joy Waterbury, Board Supervisor

AGENDA

Motion/Second (Schubert/Starshak) to approve the amended agenda. All Ayes.
Motion carried.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

MINUTES

Motion/Second (Starshak/Wendt) to approve the minutes of the December 9, 2015 meeting as presented. All Ayes. Motion carried.

PUBLIC COMMENTS

None

APPEARANCES INCLUDING PUBLIC COLLECTIONS

None

CORRESPONDENCE

Thank you from Ginny Huba to Deputy Dustan Thompson for his assistance in getting Ginny back into her house and seeing to it that she was safe after she locked herself out. She is happy and proud that Green Lake County has such good deputies. She would give him an A+.

Thank you from Fran Grasee to Deputy Dustan Thompson (the nice caring deputy) who gave her a warning for speeding without even waking up the twins who were sleeping in the backseat. She will use her cruise control from now on.

Thank you from MPTC to Sgt. Kiener for providing internship experiences to their students. It is greatly appreciated. The comments from the students are a testament to the professionalism of the Green Lake County Sheriff's Office and its staff.

Letter of appreciation from Lt. Lundin DNR Conservation Warden Supervisor in recognition of some outstanding work and collaboration during an investigation of finding several deer carcasses in one area of the county. The actions and cooperative efforts of Deputy Michael Prachel and Detective Josh Ward were instrumental in developing leads and ultimately solving this high profile case. It is truly the skills, professionalism and cooperation of those deputies that made the arrests possible.

Thank you from Boni Jensen to Chief Deputy Putzke and a Green Lake County Sheriff's Deputy for being kind and helpful in assisting her with removing a raccoon from her property. She was very appreciative.

CREATION/DELETION OF POSITIONS

This was in regard to the Clerk of Courts/Circuit Court position and in the future should be entitled Judicial Assistant/Deputy Register in Probate and Court Records Clerk/Deputy Clerk of Court. The Judge is in Marquette County and was unable to

attend tonight's meeting. Clerk of Court Thoma requested that this matter be placed on the February agenda. The request was approved.

**REVIEW OF JOB DESCRIPTION/FILL VACANT POSITION –
PARALEGAL/OFFICE MANAGER – DA'S OFFICE**

DA Christensen was present and requested that no action be taken on this matter at this time and that it also be placed on the February agenda. The Committee granted the request.

RESOLUTIONS/ORDINANCES

None

PURCHASE REQUESTS

None

VOLUNTARY UNPAID LEAVE REQUESTS

None

TRAINING

Annual training requests from the Clerk of Circuit Court and the Sheriff were included in the packet. *Motion/Second (Starshak/Schubert)* to approve the requests. All Ayes. Motion carried.

DEPARTMENT RELATED COMMENTS

Child Support: Jeanne Thuene appeared on behalf of the Child Support agency and thanked the committee for their support. She stated that they were trying to keep up as best they can. The Cooperative Agreements are done and the Annual Report is almost done.

Clerk of Courts: They are getting ready for a two week jury trial.

Circuit Court/Register in Probate: No Appearance

District Attorney: Everything is good in his office.

Coroner's Office – They had their first Fatality Review Team committee meeting. It was in regard to drownings and it went well. They are working on getting information out to the community regarding how to prevent drownings.

Emergency Management: No appearance

Sheriff's Office: Sheriff Podoll reported that December was very busy, but there were no major incidents. We are gearing up for the new year and are doing a lot of in-house training. We are continuing with the Deputy Sheriff hiring process and are in the interview stage at this time. The two K-9's have arrived and we are utilizing them a lot. The program is going well.

Lynn Ryan, Recidivism Reduction Coordinator distributed a copy of the GED program statistics and pictures and gave the Committee and updated them on the GED program. There have been 31 inmates who, while in custody, have graduated from the program since its inception. It is likely that several others graduated after they were released but numbers are not kept on those individuals. She reported that it does a lot for the inmate's self- image to have the Judge present their GED's and give them words of encouragement. He is very supportive of them. That goes a long way in improving their outlook. We are all appreciative of the important role the Judge has played in the program.

BUDGET ADJUSTMENTS

Lori Evans presented 2 requests for new accounts. One was for establishing a revenue account for the firearms program. It is far more cost effective to buy supplies in bulk. Therefore we purchase large quantities of items and share them with the City Police Departments who reimburse us for the items they use. The amount for this account for 2016 will be \$2,000 and will be on both the revenue and expenditure side of the budget so there will be no fiscal impact.

The other request was to establish a new revenue and expenditure account for an additional grant that the CWDTF has been awarded. The amount for that has not yet been established. It is around \$40,000 and will be the same on both the revenue and expenditure sides, so again there will be no fiscal impact.

Motion/Second (Schubert/Wendt) to approve the creation of the new accounts and send the requests on to Finance. All Ayes. Motion carried

MONTHLY SHERIFF REPORTS

Motion/Second (Wendt/Starshak) to approve the January Monthly Sheriff's Reports. All Ayes. Motion carried.

EXPENSE AND REVENUE MONTHLY REPORTS

Motion/Second (Starshak/Wendt) to approve the January Monthly Expense and Revenue Reports. All Ayes. Motion carried.

MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated January 13, 2016 for the following offices in the following amounts:

2015 Claims

Child Support:	\$	654.25
Clerk of Circuit Court:	\$	9,992.96
Coroner:	\$	214.00
District Attorney:	\$	992.86
Emergency Management	\$	82.80
Judge-Circuit Court:	\$	15,629.59
Sheriff's Office:	\$	56,746.17
Sheriff's Office – JE for HHS	\$	74.78

2016 Claims

Clerk of Circuit Court:	\$	331.76
Coroner:	\$	50.00
District Attorney:	\$	160.49
Sheriff's Office:	\$	41,162.14

Motion/Second (Schubert/Wendt) to approve all of the above claims; however the claim for CEC from the Circuit Court should be held until the project is completed. All Ayes. Motion carried.

COMMITTEE DISCUSSION

Supervisor Wendt asked what the process is for hiring a new Child Support Administrator. Once applications come back, either the Committee Chairman or his designee are part of the group that reviews the applications. This will be placed on next month's agenda for further discussion. Other agenda items for February should include the Judicial Assistant/Deputy Register in Probate and Court Records Clerk/Deputy Clerk of Court position and the Paralegal/Office Manager position in the DA's Office. Corporation Counsel announced that she would not be at the February meeting and that Dan Sondalle could not attend either. She asked if the committee felt they needed to have a Corp. Counsel representative at the meeting. They did not feel that it was necessary.

FUTURE MEETING DATE AND AGENDA ITEMS

The next meeting is set for February 10, 2016 at 4:30 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

ADJOURN

Motion/Second (Starshak/Schubert) to adjourn. All Ayes. Motion carried.

Meeting adjourned at 5:18 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff