



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

July 14, 2010

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Thom at 4:30 PM on July 14, 2010 in the County Board Room, Courthouse, Green Lake, WI.

Roll Call:
Present Gene Thom, Chairman
Debra Schubert, Vice-Chairman
John Zelenski
John Gende

Others Present:
Mark Podoll, Sheriff
Sue Krueger, Clerk of Circuit Court
Winn Collins, DA
Darlene Strey, Coroner
Atty. Henry Conti, Family Court Commissioner
Lori Evans, Admin. Asst. to the Sheriff
Jeff Haase, Asst. Corp. Counsel
Dan Priske, County Board Chairman
Amanda Thoma, Deputy Coroner

Thom stated that the requirements of the open meeting law were certified as being met.

AGENDA

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

MINUTES

Minutes from June 9, 2010 regular meeting and the June 15, 2010 special meeting were in the packet. *Motion/Second (Zelinski/Schubert)* to approve the minutes as presented. All ayes. Motion carried.

PUBLIC COMMENTS

None.

APPEARANCES

None.

2011 BUDGETS

2011 Budgets by Emergency Management, Coroner and Child Support were presented with no changes. Circuit Court showed a slight reduction. Family Court Commissioner, Clerk of Courts, and the District Attorney budgets increased and were discussed. *Motion/second (Schubert/Zelinski)* to approve the 2011 budgets as presented. All Ayes. Motion carried. The Sheriff's Office will bring their budget to the August 2010 meeting.

CORRESPONDENCE

Memo from Jennifer Ward complimenting Court Services Deputy Joe Gajdosik for the fantastic job he did in reducing a client's apprehension and making them feel comfortable with the security screening process.

E-mails from Walworth and Waukesha County's regarding their experience with the Garrett screening system. Both were positive in their feed back.

DA WORK ASSIGNMENTS/POLICY

DA Winn Collins stated he was in the process of rewriting his staff job descriptions. This is an on going project with the move to the new building. He will be working on this over the next few months.

DEPARTMENT COMMENTS

Sheriff Podoll reported that the move to the new building is going well. The radio system is scheduled to be put into service sometime in late August. The final date will depend on the tower installations and IT's schedule. He reported that Corrections Officers are training in the new building and Friday the Jail Inspector will be here for the final inspection. The Detective Division is working with Waushara County on a burglary investigation. Boat patrol has been busy.

Chief Deputy Putzke reported that we received a participation plaque from the Click it or Ticket program and presented it to the Committee. He stated that the Department is struggling with generator problems. Daily tests on it are being performed.

POLICIES & PROCEDURES – SHERIFF'S OFFICE

None

EXPENSE AND REVENUE MONTHLY REPORTS

The June monthly expense and revenue reports were reviewed by the Committee. *Motion/second (Schubert/Gende)* to approve the reports. All Ayes. Motion carried.

MONTHLY SHERIFF REPORTS

The June monthly Sheriff reports were reviewed by the Committee. *Motion/second (Schubert/Zelenski)* to approve the reports. All Ayes. Motion carried.

PURCHASE REQUESTS

Desk top computer for the DA's Office. PDS – sole vendor for DA IT program - \$709.00.

Repeater System for Jail Communications – Due to the amount of concrete in the structure there is insufficient signal for the jail walkie talkie system. Baycom – sole vendor \$3,205.00.

Copier Fax Combo on a Stand for use in booking. Oshkosh Office Systems \$1,104.00, Modern Business Machines \$2,946.35.

Counter Top Copy Machine for use in the Court Processing Room. Oshkosh Office systems \$772.00, Eway.com \$515.98, Neponline.com \$1,994.00, Modern Business Machines \$1,029.42, NEP \$1,195.00 and Brother \$515.98.

Taser, Cartridge and Digital Power Mag for use by Court Security Officers. Ray O'herron sole bidder - \$885.84.

Motion/second (Zelenski/Schubert) to approve the purchases as recommended, with those items of value over \$500 requiring P&I approval. All ayes. Motion carried.

RESOLUTIONS/ORDINANCES

Sheriff Podoll presented a joint resolution with the DHHS Board creating a LTE Recidivism Reduction Aide in the Correctional Division of the Sheriff's Department and two LTE Mental Health/Substance Abuse Counselors in the Department of Health and Human Services for one year. These positions will be 100% reimbursed through the grant. *Motion/second (Zelinski/Schubert)* to approve the resolution. All ayes. Motion carried.

NEW BUILDING UPDATE

Going as scheduled.

MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated June 9, 2010 for the following offices:

Child Support: \$15,196.00

Clerk of Courts: \$12,555.87

Coroner: \$1,235.32

District Attorney: \$3,230.82

Judge-Circuit Court: \$5,372.71

Sheriff's Office: \$106,444.42

Motion/second (Schubert/Zelinski) to approve all the above claims. All ayes. Motion carried.

MID-WISCONSIN SYMPOSIUM

Winn Collins, DA updated the Committee on changes that will be made for the 2010 Mid-Wisconsin Law Enforcement Symposium. A copy of the agenda was included in the packet.

DA Collins also reported on the progress regarding the County Computer Forensics Examiner. Officer Eric Olson from the Berlin Police Department applied and was chosen for this position. Winn hopes to get Officer Olson trained yet this year, it will depend on final funding.

MEDICOLEGAL DEATH INVESTIGATOR TRAINING

Amanda Thoma, Deputy Coroner, presented a request to the Committee for reimbursement of travel costs for a Medicolegal Death Investigator Training Course she plans to attend in August. She has received a \$600 scholarship and has paid the remainder of the \$825 course fee out of her own pocket. She will be taking vacation time from her full-time job to attend this week long training in St. Louis. There is a possibility that some of the travel costs may be paid for by the Winnebago County Coroner's Office for which she is also a Deputy Coroner. She does not know at this time whether she will be driving or flying. **Motion/second (Schubert/Zelinski)** to approve whatever Amanda needs for travel expenses that Winnebago County does not cover. All ayes. Motion carried.

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

Sheriff's Office 2011 Budget.
Jail tour and meal at the September meeting.

NEXT MEETING DATE

Next regular meeting set for Wednesday, August 11, 2010, 4:30 p.m. in room 1106 of the new Justice Center.

CLOSED SESSION

Motion/second (Schubert/Zelinski) to move into closed session. Roll Call Vote: Schubert – Aye, Thom – Aye, Zelinski-Aye, Gende-Aye. All ayes. Motion carried. Moved into closed session at 5:56 p.m.

RESUME OPEN SESSION

Motion/second (Gende/Schubert) to move back into open session. Roll Call Vote: Schubert – Aye, Thom – Aye, Zelinski-Aye, Gende-Aye. All ayes. Motion carried. Moved into open session at 6:00 p.m.

ANNOUNCE FINDINGS OF CLOSED SESSION

Motion/second (Schubert/Zelinski) to approve Ryan Stobbe's one year evaluation and forward it on to the Personnel Committee. All ayes. Motion Carried.

ADJOURN

Motion/Second (Schubert/Zelinski) to adjourn. All ayes. Motion carried. Meeting adjourned at 6:02 PM.

Respectfully submitted,

Lori Evans
Secretary