

# **LAW ENFORCEMENT & JUDICIARY COMMITTEE**

**July 7, 2010**

**9:00 A.M.**

Vice Chairman Metropulos called the meeting to order at 9:02 a.m. in Committee Room #2 of the Oneida County Courthouse.

## **LAW ENFORCEMENT COMMITTEE MEMBERS PRESENT:**

Vice Chairman Bob Metropulos, Member Jack Young, and Member Billy Fried. Chairman David O'Melia and Member Paul Dean were excused.

**OTHERS PRESENT:** Recording Secretary Jill Butzlaff, Chief Deputy John Sweeney, County Coordinator John Potters, Corporation Counsel Brian Desmond, District Attorney Mike Bloom, Clerk of Circuit Court Gina Olson, Judicial Assistant Branch I Kathleen Belliveau, and Peter Wolk.

Motion by Fried to approve the July 7, 2010, agenda as posted, second was offered by Young, all ayes on voice vote; the motion carried 3-0.

Motion by Fried to approve the June 2, 2010, minutes as presented, second was offered by Metropulos, all ayes on voice vote; the motion carried 3-0.

## **MATTERS FOR DISCUSSION / ACTION:**

### **Corporation Counsel -Department Information Document**

Corporation Counsel, Brian Desmond, was present and distributed the Corporation Counsel Department Information Document. Desmond noted he had made some changes in regard to time spent working on open records requests and labor negotiations. Desmond noted the amount of time spent on each activity is subject to change based on case load. Brief discussion followed regarding the functions of the Corporation Counsel department and Desmond's community involvement. Desmond noted if the County seeks outside counsel, that money is not included in his budget.

Motion by Fried to approve the Department Information Document for the Corporation Counsel Department, second by Young.

Fried requested documents in advance the next time this item is on the agenda.

All ayes on the above motion; the motion carried 3-0.

### **District Attorney - Department Information Document**

District Attorney Mike Bloom was present and distributed the District Attorney Department Information Document. Bloom stated the basic structure of the document is the same and he only changed some language. Fried questioned whether the office was funded by fines. Bloom noted the money from fines is not revenue for the District Attorney's Department.

Motion by Fried to approve the Department Information Document for the District Attorney Department, second by Young, all ayes on voice vote; the motion carried 3-0.

## **LAW ENFORCEMENT AND JUDICIARY COMMITTEE**

**July 7, 2010**

**Page 2**

### **Clerk of Circuit Court - Department Information Document**

Clerk of Circuit Court Gina Olson was present and distributed her Department Information Document. Olson noted that staffing and operations remain the same since the last submission. Olson stated that the money received from fines is placed into the Clerk of Court's budget and returned to the general fund. Olson stated she updated some of the duties in the personnel summary. Olson noted more members of the public are filing papers pro se, which requires staff to answer additional questions. The Committee questioned if Olson could cut services. Olson noted the Department could eliminate passport services, but most duties cannot be eliminated as they are required by law. Brief discussion followed regarding technology available, and fees for pro se documents.

Motion by Fried to approve the Department Information Document for the Clerk of Circuit Court Department, second by Metropulos, all ayes on voice vote; the motion carried 3-0.

### **Circuit Court Branch I - Department Information Document**

Judicial Assistant Kathleen Belliveau was present and distributed the Department Information Document for Branch I and Register in Probate. Belliveau noted that Register in Probate falls under Circuit Court Branch I. Belliveau stated the numbers reflect the approved budget, and there were no drastic changes. Brief discussion followed regarding how the Department overlaps with the Clerk of Circuit Court.

Motion by Young to approve the Department Information Document for Circuit Court Branch I, second by Fried, all ayes on voice vote; the motion carried 3-0.

### **Sheriff's Office - Department Information Document**

Chief Deputy John Sweeney was present and distributed the Department Information Document for the Sheriff's Office. Sweeney stated the Sheriff's Office budget is 8.4 million. Sweeney described the various divisions of the Sheriff's Office. Brief discussion followed regarding the housing of State inmates. Sweeney noted some language had been added to the document in regards to open records compliance, as it can be a heavy burden for the employees and the office is not permitted to charge for many of the costs associated with open records. Sweeney noted the Sheriff's Office has been serving papers for the District Attorney and Corporation Counsel since 2009, which keeps the revenue for paper service within the County's budget. Sweeney also highlighted some specialty services the Sheriff's Office provides including Crash Reconstruction, Bomb Disposal, and the creation of the Dive Team. Sweeney stated the only change to Personnel was the position of Assistant Jail Administrator in 2009, which left a Sergeant's position vacant. Sweeney noted that the Office has also added some Jail diversion programs pertaining to Truancy and Workender.

Motion by Fried to approve the Sheriff's Office Department Information Document, second by Young, all ayes on voice vote; the motion carried 3-0.

### **Circuit Court Branch II - Department Information Document**

This item was tabled at the last Committee meeting. Committee members were provided a copy of the Circuit Court Branch II document via interoffice mail.

**LAW ENFORCEMENT AND JUDICIARY COMMITTEE**

**July 7, 2010**

**Page 3**

Motion by Fried to approve the Circuit Court Branch II Department Information Document, second by Young, all ayes on voice vote; the motion carried 3-0.

**Sheriff's Office - Update on Multi-jurisdictional Computer System Upgrade**

Project Manager Jill Butzlaff was present and distributed an updated budget summary. Butzlaff indicated that the software and hardware has been installed and the budget has been updated to include carry over money from the ITS budget. Brief discussion followed regarding payments for purchases. Discussion was information only, no action taken.

**AUDIT OF ALL LAW ENFORCEMENT DEPARTMENTS**

Following examination of financial information submitted by law enforcement departments, Young made a motion to approve all vouchers, BPO Reports, line items transfers, and other financial information as submitted by law enforcement departments, second by Fried, all ayes on voice vote; the motion carried 3-0.

**DISCUSS TOPICS FOR NEXT AGENDA / SET DATE AND TIME OF NEXT MEETING**

The next regular meeting was scheduled for:

August 4, 2010 - 9:00 a.m.

**PUBLIC COMMENTS/DISCUSSIONS/COMMUNICATIONS**

There were no other public comments or discussions.

**ADJOURNMENT**

There being no further business before this committee, Fried made a motion to adjourn with a second by Young, all ayes on voice vote; the motion carried 3-0 and the meeting was adjourned at 10:15 a.m.

---

COMMITTEE CHAIRMAN

COMMITTEE SECRETARY     jab