

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
January 19, 2017**

COMMITTEE MEMBERS PRESENT: Mitch Ives, Bob Metropulos, Billy Fried, Ted Cushing, Chairman Mike Timmons

COMMITTEE MEMBERS ABSENT: None

OTHERS PRESENT: Jennifer Allen (Branch II), Tim Melms (Civil Service Commission), Kathleen Belliveau (Branch I), Denise Briggs (District Attorney's Office), Daleth Mountjoy (River News), Clerk of Circuit Court Brenda Behrle, Corporation Counsel Brian Desmond, Medical Examiner Larry Mathein, and Sheriff Grady Hartman

CALL TO ORDER

Chairman Timmons called the meeting to order at 9:30 a.m. at the Oneida County Courthouse, Committee Room #2, stated the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law and noted accommodations would be made for handicap accessibility.

APPROVE AGENDA

MOTION: To approve the Agenda (Cushing/Metropulos, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the December 15, 2016, Public Safety Committee Meeting Minutes (Fried/Cushing, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for **Wednesday, February 15, 2016, at 11:00 a.m.**

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS

MOTION: To approve bills, vouchers, and line item transfers for Public Safety Departments (Cushing/Ives, PASSED).

DISCUSS/ACT REGARDING ROLES OF CIVIL SERVICE COMMISSION & PUBLIC SAFETY COMMITTEE RE: SHERIFF'S OFFICE

Chairman Timmons advised the committee that Tim Melms, Chairman of Civil Service Commission, and Sheriff Hartman were there today to clarify/discuss the roles of the Civil Service Commission, the Grievance Committee, and the Public Safety Committee.

Fried commented that he wanted confidence that the process the county has is working the way it was intended, wanted to understand the roles of each committee, and who handles what. Sheriff Hartman stated the Civil Service Commission clearly has jurisdiction over the gun handling (sworn) officers, from the Chief Deputy on down. The Commission handles evaluations, the promotional process, hiring, can have a say in discipline issues, and run their own investigations. The Commission can sign off on and

forward charges to the Grievance Committee. Their jurisdiction ends with the sworn officers and the Public Safety Committee carries on with the non-sworn – corrections, dispatch, etc. There was further discussion on the hiring process involving the commission/committees.

It was a questioned if the Civil Service Commission was involved in discipline. Sheriff Hartman stated that when he takes disciplinary action above a reprimand on a civilian (non-sworn) employee, he would come to the Public Safety Committee and if it were a sworn employee, he would tell the Civil Service Commission. Sheriff Hartman stated he has no problem talking about or justifying these issues. Ives asked if the committee was then involved with what action to take. Sheriff Hartman stated no, but they can decide what to forward to the Grievance Committee or can hold their own investigation if they want. Melms stated the Commission does not have the authority to hand down discipline, but can refer charges. Melms stated the Sheriff, Chief Deputy, and Civil Service Commission could forward issues to the Grievance Committee. Fried told Sheriff Hartman that the committee did not want to micro-manage him, but wanted to understand the process so they were prepared when questioned, and wanted to be aware before something got to the point where there was concern over the issue.

Ives questioned who made the decision to have an outside entity investigate an issue. Sheriff Hartman stated he did and stated the Civil Service Commission could have their own investigation. Sheriff Hartman stated this would go on a case-by-case basis.

Fried asked if anything would come from the Public Safety Committee to the Civil Service Commission or the Civil Service Commission to the Sheriff, or if the Sheriff and Chief Deputy were a conduit between the committees. Melms stated the main role of the Civil Service Commission was the promotional process, new hires, to establish rules and regulations (amending those from time to time), to perform yearly evaluations from the Chief Deputy on down (including all gun carrying), and potentially refer charges to the grievance committee.

Fried commented that he just wanted a better understanding of the process and was asking for better communication. Sheriff Hartman stated that sometimes that is easy, and sometimes it is over-burdensome and not possible. Chairman Timmons reported that if disciplinary action was of a minor incident and not setting off alarms, then it was unnecessary to call a special meeting, but if it was something he felt the committee needed to know about, he would call a special meeting.

Ives asked where Corporation Counsel fit in? Desmond replied that he was the lawyer and if Sheriff Hartman needed clarification, he came to him. The Civil Service Commission could also come to him, but that had not happened in the past. There was further discussion regarding what Counsel Desmond could provide to the committees.

Fried asked if supervisors were involved in open records that may be challenged and if the Public Safety Committee should have any role in that. Sheriff Hartman stated no, he was the records holder and made the decision based on good legal advice.

Metropulos stated that some type of awareness was good. Metropulos did not think the committee could make decisions right away and stated it was kind of embarrassing when people tell him about something at length and he does not know anything about it, but also understood that the committee had to be cautionary.

Fried asked if the committee was up-to-date on how they operate and were following county code/policies and that those codes matched what they were discussing today. Desmond stated yes, Melms and Sheriff Hartman were laying out the roles as to what was in the county code. Fried clarified that the Public Safety Committee was budget related items, Civil Service was hiring and issues that may come up, and the Grievance Committee was disciplinary.

Fried asked Melms if there was anything the Civil Service Commission wanted changed. Melms stated that for the 20+ years he had been on the committee, everything has run well. Melms stated they do not oversee the Sheriff, only from the Chief Deputy on down, and outside sources state that the Oneida County Sheriff's Office has had a great reputation for the past 20+ years. Melms stated there was nothing from his perspective that needed to be changed at the county board level. Melms reported the commission meets as needed. Sometimes months go by, other times they meet many times a month. They do meet once a year for evaluations and once a year for the openings/promotional process. Melms reported the commission members serve five-year terms and the commission consists of Bernie Dart, Mary Martin, Pat Volk, Harry Whidden, and himself. Melms commented that if the Public Safety Committee ever wanted to meet with him or hear from the Commission, he would be more than willing to do that, stating the need for transparency.

Timmons stated the committee just needed clarification on roles and to be sure they were on the right track. Fried asked that they review county code at some point to be sure they were following what it said. Melms reported that the committee should follow Chapter 59 State Statute.

MOTION: No motion needed. Informational only.

CORPORATION COUNSEL

Request for Asst. Corporation Counsel Wiensch to exceed 37.5 hours Comp

Desmond reported that County policy allows comp time up to 37.5 hours and permission is needed to exceed that amount. Desmond is requesting permission for Assistant Corporation Counsel Tom Wiensch to exceed that amount to recognize the efforts he has put in the last few months. Timmons questioned if this needed to be send to LRES. Cushings did not think so, but stated he would speak with Lisa in LRES to be sure. Fried asked Desmond if this would affect his budget. Desmond stated it would not. Ives questioned if there needed to be a time limit set on this.

MOTION: To approve the request for Assistant Corporation Counsel Wiensch to exceed 37.5 hours in comp time with a cap of 45 hours, reviewable in one year (Timmons/Cushing, PASSED).

SHERIFF'S OFFICE

Telecommunicator Vacancy Review/ Corrections Officer Vacancy Review

Sheriff Hartman reported there is one Telecommunicator opening and one Corrections Officer opening. Both openings were resignations with no performance issues. This is a standard request and within budget. Sheriff Hartman reported that they are having a hard time finding dispatchers. Metropulos asked why. Hartman stated studies showed only 4% of the population can perform that job. Sheriff Hartman stated the person has to be able to multi-task, be willing to work nights, weekends, holidays, you are inside, and it is very stressful. Sheriff Hartman stated he has talked with LRES about changes and/or moving the position on the scale, but is not to that point yet.

MOTION: To approve the filling of the Telecommunicator position and Corrections Officer position, forwarding to LRES Committee for review (Cushing/Metropulos, PASSED).

MEDICAL EXAMINER

Purchase of Medical Examiner Vehicle

ME Mathein reported the new vehicle has been ordered. Fried asked if the vehicle would need to go out for customization. ME Mathein reported that he would do it himself, has done others himself, and likes to do that because then everything is exactly where he wants/needs it in the vehicle. ME Mathein reported the vehicle he is currently driving will hit 160,000 miles by the end of today. The new vehicle is a 2017 Ford Expedition. The intention is that the current vehicle will replace the older van purchased from the Sheriff's Office, and the van will then be sold. It will be 90-120 days before delivery. ME Mathein explained how the State program works and that the vehicle came from Ewald in the southern part of the state.

MOTION: No motion needed. Informational update only.

CLERK OF CIRCUIT COURTS

2017 Clerk of Circuit Court Institute Attendance (February)

This is the annual conference put on by the Office of Judicial Education, this year held in Wisconsin Dells. Behrle stated she has attended every year since she took office. Fried asked if this was beneficial. Behrle stated absolutely. Behrle stated she missed one year and felt like she missed out on so much. There are great informational sessions and the networking with other clerks is invaluable. Behrle will be the only one attending and this is in the budget.

MOTION: To approve Behrle's attendance at the 2017 Clerk of Circuit Court Institute at Wisconsin Dells (Cushing/Fried, PASSED).

Clerks of Circuit Court Staff Regional Specialty Seminars (March/April)

Behrle relayed that this seminar is offered by the Office of Judicial Education, who offer educational seminars every year for staff on different issues. This year is specific to E-Filing throughout the court system. Behrle will send two staff members to Neenah in March and two to Madison in April. Both are one-night stays, with shared rooms, which

is in the budget. Timmons stated this was great as they want to stay on top of any training with E-Filing changes. Behrle stated her staff contacts CCAP with issues that CCAP had not even thought of. Behrle stated CCAP creates the programs, but they are not the users.

MOTION: To approve Clerk of Court staff to attend the Clerk of Circuit Court Staff Regional Specialty Seminars, two attending in March, and two in April (Cushing/Fried, PASSED).

Court Safety and Security Conference (March)

Behrle reported this conference is offered statewide for court system personnel, Emergency Management, prosecutors, law enforcement, etc. Behrle reported that she forwarded to those agencies, but has only heard from Sheriff's Office that they will not be sending anyone. The conference would like to have a "team" attend and there are opportunities for scholarships to help pay for the conference (conference cost is \$205/person). Behrle would like to attend and is hoping that other Oneida County personnel will attend, but is not sure that will happen. This year's conference will cover the Aaron Hernandez trial and the Boston Marathon Bombing. There is discussion about the events and then breakout sessions.

Fried suggested this information be forwarded to the Courthouse Security Committee. Behrle stated that committee only meets a couple times a year. Fried suggested a couple personnel attend, then come back and speak to the Courthouse Security Committee.

MOTION: To approve Behrle's attendance at the Court Safety and Security Conference in March (Metropulos/Cushing, PASSED).

PUBLIC COMMENTS

None.

ITEMS FOR FUTURE AGENDA(S)

None.

ADJOURN

10:30 a.m. MOTION: To adjourn the meeting (Cushing/Metropulos, PASSED).

Mike Timmons, Chairman

Andi Seidel, Committee Secretary

Bob Metropulos, Vice-Chairman