

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
February 18, 2016**

COMMITTEE MEMBERS PRESENT: Mitch Ives, Scott Holewinski, Billy Fried, Bob Metropulos, and Chairman Mike Timmons.

COMMITTEE MEMBERS ABSENT: None.

OTHERS PRESENT: Traci Running (Clerk of Courts), Brian Desmond (Corporation Counsel), Denise Briggs (District Attorney's Office), Deb Shawl (Branch II), Kathleen Belliveau (Branch I), Medical Examiner Larry Mathein, Emergency Management Director Ken Kortenhof, Sheriff Grady Hartman.

CALL TO ORDER

Chairman Timmons called the meeting to order at 9:30 a.m. in the Community Room at the Oneida County Sheriff's Office, 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 (working from Amended Agenda) (Metropulos/Holewinski, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the January 21, 2016, Public Safety Committee Meeting Minutes (Metropulos/Fried, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next had tentatively been scheduled for March 17, 2016. The Committee was notified that budgets need to be to the Finance Department by March 14, 2016. The next Public Safety meeting will be held March 10, 2016, at 1:00 p.m. with a location to be determined. Chairman Timmons advised committee members to watch their email for location information.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS WITH NO AGENDA ITEMS

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

CLERK OF CIRCUIT COURTS

2015 Year End Line Item Transfers

Traci Running presented 2015 Year End Line Item Transfers (see Exhibit 1). There was discussion regarding the Macy & Equip. line and Overtime.

MOTION: To accept the 2015 Year End Line Item Transfers of the Clerk of Circuit Courts Office as presented (Holewinski/Metropulos, PASSED).

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR CLERK OF CIRCUIT COURTS

MOTION: To approve bills, vouchers, and line item transfers for the Clerk of Circuit Courts (Holewinski/Timmons, PASSED).

CIRCUIT COURT BRANCH II

2015 Budget Closeout

Deb Shawl presented to 2015 Budget Closeout for Circuit Court Branch II (see Exhibit 2). Shawl explained that the medical services were related to the Martinson murder trial, NGI plea. The psych eval was \$15,000.00. Shawl explained that you never know how many medical related items you will get in a year. There was discussion on the cost of evaluations and different strategies the county could use for evaluations. Fried stated he would like to see breakdown of costs for the Martinson psych evaluation, travel costs, etc.

MOTION: To accept the 2015 Budget Closeout for Circuit Court Branch II as presented (Holewinski/Metropulos, PASSED).

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR CIRCUIT COURT BRANCH II

MOTION: To approve bills, vouchers and line item transfers for Circuit Court Branch II (Holewinski/Metropulos, PASSED).

DISTRICT ATTORNEY

2015 Budget Closeout

Denise Briggs presented the 2015 Budget Closeout for the District Attorney's Office. Briggs explained the big numbers in printing and duplication were from two big cases (Wolf and Martinson). There was discussion regarding transfers within their own budget.

MOTION: To accept the 2015 Budget Closeout for the District Attorney's Office as presented (Holewinski/Ives, PASSED).

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR THE DISTRICT ATTORNEY'S OFFICE

MOTION: To approve bills, vouchers, and line item transfers for the District Attorney's Office (Holewinski/Metropulos, PASSED).

MEDICAL EXAMINER

Medical Examiner's Annual Report

Medical Examiner Larry Mathein presented the Medical Examiner's Annual Report (see Exhibit 3) and reported this was something new that he prepared. Report is a summary of the workload of the Medical Examiner's Office in the two counties (Oneida and Forest). ME Mathein reported that a requirement has been implemented that every death in these counties must be reported to the Medical Examiner's Office, which is available 24/7.

ME Mathein explained the "Total Deaths" are totals that were reported to the office. The "Cases Investigated" were deaths that needed to be investigated by the office. Under

the "Manner of Death" heading, ME Mathein explained that "Undetermined" case has not been decided yet. The "Unknown" case came from Gogebic County, the person was from Rhinelander, and the case is still not resolved.

ME Mathein reported that for every cremation, \$125.00 comes to Oneida County. Every death has a minimum of a three-page report in the Medical Examiner filing system. If case is investigated, report could be four or five pages. There was discussion that all deaths reported do not necessarily have an autopsy, but protocol must be followed. Cost for autopsy starts at \$1,575.00, minimum lab charge is \$200.00 and goes up from there depending upon what tests need to be run.

MOTION: No motion needed. Informational only.

Staffing

ME Mathein reported his staff is down two people. There are now only three people on staff (including him). There was discussion on a bill going through legislation right now that will require specific education for these positions and they will not be able to hire someone off the street. The two staff members are on-call people who both work full-time jobs. ME Mathein stated that he has a couple prospects, but it takes approximately one year to completely train. ME Mathein reported that he is covering 35-45 12-hour total on-call shifts per month.

Holewinski asked ME Mathein what he was asking for. ME Mathein reported he was not asking for anything, he was just letting the committee know where he was at and the on-call costs.

Ives asked what the requirements would be. ME Mathein reported that the law currently requires that he have an assistant who can sign death certificates in his absence, which his office does not have. Counties that have Medical Examiners can somewhat skirt this issue, but those counties with Coroners cannot. ME Mathein stated the staff will need to meet certain certification requirements.

Ives questioned the cost of the training. ME Mathein stated there is no cost to the county, those who are getting certified are on their own. The training is relatively inexpensive and mostly hands-on training and sitting for the National Board Test. ME Mathein explained Oneida County is not the only one with this problem. Lincoln, Langlade, etc. all have issues and it is very tough to do on a part-time basis any longer.

Fried questioned ME Mathein on what he is doing to fill the open staffing spots. ME Mathein reported that he has his feelers out. ME Mathein reported there was specific criteria for people he would bring in. There usually are tense situations with critical issues. ME Mathein stated he liked people who have been in a related field – firefighters, paramedics, law enforcement, medical background, or the legal side also. They are more knowledgeable about the job. Fried was concerned about ME Mathein burning out. There was discussion regarding the fact that there is no guaranteed money in those positions (volunteer), discussion of payments, less people performing more duties.

Fried asked if the county really made \$125.00 on each cremation and if they generated any revenue on burials. ME Mathein stated yes on cremations and no revenue on burials, but do charge \$50.00 per death certificate signed by his office. There was discussion on the requirement to physically view a body before sending it to the crematory.

MOTION: No motion needed. Informational only.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR MEDICAL EXAMINER

MOTION: To approve bills, vouchers, and line item transfers for Medical Examiner (Metropulos/Holewinski, PASSED).

CORPORATION COUNSEL

It is anticipated that the Committee will adjourn to closed session pursuant to WI Stats Section 19.85(1)(e)—Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. (Topic: Legal Research Contract).

MOTION: To go into closed session pursuant to WI Stats Section 19.85(1)(e)—Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. (Topic: Legal Research Contract) (Holewinski/Fried, On a Roll Call Vote: HOLEWINSKI: Aye, IVES: Aye, FRIED: Aye, METROPULOS: Aye, TIMMONS: Aye).

The Committee entered into closed session at 10:15 a.m.

MOTION: To return to open session (Holewinski/Metropulos, On a Roll Call Vote: HOLEWINSKI: Aye, IVES: Aye, FRIED: Aye, METROPULOS: Aye, TIMMONS: Aye).

The Committee returned to Open Session at 10:22 a.m.

No action was taken during the Closed Session.

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR CORPORATION COUNSEL

MOTION: To approve bills, vouchers, and line item transfers for Corporation Counsel (Holewinski/Metropulos, PASSED).

SHERIFF'S OFFICE

Ambulance Service Update

Emergency Management Director Ken Kortenhof presented two documents and a PowerPoint for an update on the Ambulance Service. The first document (Exhibit 4) is the Financial Statement. Kortenhof reported this included information on the run history, annual history expense, and that the numbers were pretty much the same as

last year. Korten Hof explained that Hiles and Lac du Flambeau were estimates. Korten Hof reported the annual costs were approximately the same as last year. Fried questioned who handled the dispatch of an ambulance. Korten Hof explained that it depended on where the call came from. Minocqua, Woodruff – Minocqua dispatch would handle the call. Hazelhurst was Oneida County Dispatch, and Arbor Vitae, Lac du Flambeau would go through Vilas County.

Korten Hof updated the Committee with the 2016 Long Range Plan for ambulance services (PowerPoint presentation and Exhibit 5). There was discussion on the level of service for different areas. The Three Lakes/Sugar Camp area is combining agencies to have one paramedic and then using the existing EMT's from the towns to staff. They are anticipating moving the location from Three Lakes to be more centrally located. There was discussion on how EMTs and paramedics will respond to calls., different levels of care, intercepts.

Korten Hof stated Pelican Lake Medic 12 are short volunteers. This area is currently being covered by Medic 1. There was discussion about starting First Responder programs and what the difference is between First Responder/EMT/Paramedic. Korten Hof stated we have reciprocal agreements with others.

It was reported that Nokomis is in the planning stages of constructing a building for the ambulance. Fried asked why Nokomis would build this at their own cost. Korten Hof reported that Nokomis would like the space back in the Fire Department, they are paying for the construction, and we will pay operating costs. Metropulos asked what the estimated cost would be on the Nokomis building. Korten Hof reported that the first estimate was approximately \$150,000.00, but the plans have changed. Ives asked what the Sheriff's Office will do out of that building. Sheriff Hartman reported that he has wanted to be in the Cassian/Nokomis area for some time and this office space is closer to Highway 51. Sheriff Hartman reported we have quite a few calls out in this area. Ives asked if the second bay was for squads. Sheriff Hartman reported no.

Korten Hof reported that there are major equipment changes in the future. They currently maintain ten ambulances. The cost of ambulances and maintenance is skyrocketing. Power cots may be required to be mounted differently in the ambulances. Korten Hof plans to reduce the fleet from ten to seven and explained movement of ambulances to various locations for the most effective service. There was discussion on why there was a need for so many ambulances.

Holewinski stated that he saw the ambulance service as one of the easiest thing to push through the budget because rural areas need the ambulance service. Ken reported that he wanted the Committee to understand the rising costs and replacement costs.

Fried asked if staffing was an issue. Korten Hof reported it absolutely was and that is one reason Three Lakes/Sugar Camp were going to combine. Korten Hof reported it was hard to recruit and the sleeping quarters, which would enable 24-hour staffing, would be a big recruitment tool.

Timmons stated history is repeating itself, as we cannot retain people like we used to due to moderate pay. Someone else will reward them with more and they go. Korten Hof reported that we lose a lot of paramedics to the fire service, they have 24-hour shifts and retirement system through the state.

Korten Hof reported that both of his ambulance managers (one at Ministry, one at Howard Young) have resigned. Interim managers are being set up at this time and recruiting is in progress. Both managers will be done at the end of March. Korten Hof reported this was not intended, one manager is moving closer to home and the other took a different job offer.

There was discussion on where monies would come from to build in Nokomis and Three Lakes/Sugar Camp. The costs for construction will come from the Towns.

MOTION: No motion needed. Information only.

Oneida County Code 5.25(2) Duty Weapon upon Retirement

Sheriff Hartman reported he just learned about two deputies who will retire in the beginning of March. Holewinski asked if the Committee had passed something previous where the Sheriff does not have to come ask every time someone retires. Timmons reported that it still has to come through Committee.

Sheriff Hartman reported Sergeant Bryan Wege joined the force in January 1990. He is a patrol sergeant, on the SRT, and lead trainer. Deputy Phil Newcomb was here a couple years, then worked for Brown County a couple years, then came back and has been with the agency since 1993. Newcomb worked 14 years as a detective sergeant, then transferred back to patrol in the last year or two.

Sheriff Hartman asked that Sergeant Wege and Deputy Newcomb receive their duty weapon upon retirement.

MOTION: To give Sergeant Bryan Wege and Deputy Phil Newcomb their duty weapons upon their retirement, with gratitude for their years of service (Holewinski/Metropulos, PASSED).

Holewinski asked Sheriff Hartman if he was in the process of filling the positions. Sheriff Hartman stated it was at LRES level. Sheriff Hartman reported they were roughly four short in the jail (three LTE's and one Corrections Officer). Ives asked how many of his staff was getting close to retirement. Sheriff Hartman reported there would be one jailer within the next year. Sheriff Hartman stated staffing should be good for the next five years, but then there will be about 15 employees who will be ready for retirement at close to the same time. Ives commented that it should be looked at in about three years to get ready. Sheriff Hartman reported that he worries about this profession, with all the bad in society, the use of force and situations like Ferguson are not helping.

Vacancy Review-Support Services Lead

Sheriff Hartman reported Jane Prah was retiring after 20 years with the agency. Holewinski asked what she did. Sheriff Hartman reported she was like the sergeant of the secretary pool and was the person under Jill Butzlaff. Discussion on whether this was a position that had to wait six months. It was reported the Sheriff's Office only has to wait eight weeks. Sheriff Hartman reported the position had been opened in-house and posted in the newspaper as an eligibility list.

MOTION: To approve filling the vacancy of the Support Services Lead (Holewinski/Ives, PASSED).

BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR SHERIFF'S OFFICE

MOTION: To approve bills, vouchers, and line item transfers for Sheriff's Office (Metropulos/Ives, PASSED).

Holewinski asked about a Texas trip he had heard about. Sheriff Hartman stated this was a trip to the Securus Company and it had all been paid by Securus. This trip was to look at laptops/kiosks for inmates and their families to conduct visitations from home. Sheriff Hartman reported this would increase revenue as we would charge by the minute for visitations. The visitations would be done over the computer (somewhat like Skype). Sheriff Hartman reported this could be another incentive for state inmates to come to our facility. Family members would be able to go online for their visit and not have to drive across the state. Holewinski asked how much this would cost us. Sheriff Hartman reported nothing. There will be a charge that will be split between Securus and our agency, we each would be making money.

Holewinski asked where we were at with receiving state prisoners. Sheriff Hartman stated there were now 62 inmates in county jails, all in the southern part of the state at this time. Sheriff Hartman stated he should hear early this year on the status, but has not heard anything as of yet.

PUBLIC COMMENTS

None.

ITEMS FOR FUTURE AGENDA(S)

None.

ADJOURN

Time 11:29 a.m. MOTION: To adjourn the meeting (Metropulos/Holewinski, PASSED).

Mike Timmons, Chairman

Andi Seidel, Committee Secretary

Bob Metropulos, Vice-Chairman