

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
March 9, 2017**

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

**COMMITTEE MEMBERS ABSENT:** Ted Cushing (excused)

**OTHERS PRESENT:** Medical Examiner Larry Mathein, Traci Running (Clerk of Courts), Jen Allen (Branch II), Probate Registrar Amy Franzen, Brian Desmond (Corporation Counsel), Denise Briggs (District Attorney's Office), Jill Butzlaff (Sheriff's Office), Chief Deputy Dan Hess, Sheriff Grady Hartman, Chris Schlueter (Sheriff's Office), and Nick Sabato (River News).

**CALL TO ORDER**

Chairman Timmons called the meeting to order at 10:00 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 (Metropulos/Fried, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the February 15, 2017, Public Safety Committee Meeting Minutes (Fried/Timmons, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for April 20, 2017, at 9:30 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 (Fried/Ives, PASSED).

Fried asked ME Mathein if the lab tests could be performed locally. Mathein stated no, they must be performed at a certified lab. Mathein reported he was looking at possibly changing the current lab for cost savings.

**CORPORATION COUNSEL**

WACCC Spring Conference Authorization: Desmond & Fugle

Desmond reported that the WACCC Spring Conference will be held May 4 & 5, 2017. Desmond stated this is the committee that he has been the president of the for last three years. The topics are important to Corporation Counsel and this is in his budget. Desmond is asking for permission to attend.

MOTION: To approve Brian Desmond and Mike Fugle attending the WACCC Spring Conference (Metropulos/Ives, PASSED).

2017 Conference on Child Welfare & the Courts Authorization: Fugle

Desmond reported that Fugle does the majority of children in need of protective services and children abused/neglected in Oneida County. The court system is having a training on October 18-20, 2017, with limited registration. Desmond would like Fugle to attend. There is no fee and this is in the budget.

MOTION: To approve Mike Fugle attending the 2017 Conference on Child Welfare & the Courts conference (Fried/Ives, PASSED).

Fried asked Desmond how he knew if his personnel actually attended the conference and how does information come back to their office? Desmond reported that once back, an email regarding the information learned is shared with the department and child support agency. If extra materials are brought back, they are shared with staff who did not attend. This is a cost savings, sending only one person. There was further discussion on which departments were attending this conference.

**REGISTER IN PROBATE**

2016 Budget Closeout Line Item Transfers

Franzen had one line item transfer for overtime in the amount of \$72.00. Fried asked if this was in the budget and it was.

MOTION: To approve the 2016 Budget Closeout Line Item Transfers for the Register in Probate (Timmons/Metropulos, PASSED).

Approval for Register in Probate to attend the Spring Educational Conference

Franzen would like to attend the Spring Educational Conference on May 17-19, 2017, held in Port Washington, Wisconsin. Registration fee is \$50 and this conference cost is in the budget

MOTION: To approve Amy Franzen to attend the Register in Probate Spring Educational Conference in Port Washington (Fried/Metropulos, PASSED).

Fried asked Franzen the same question about how she knew personnel attended conferences. Franzen reported that she brings back materials, receipts from the hotels, and stated the judges trust that she is attending. All information is shared with the Juvenile Clerk. Franzen reported that this year's conference will have a CCAP presentation for half a day.

**CIRCUIT COURT BRANCH I/BRANCH II**

2016 Budget Closeout Line Item Transfers

Allen reported Branch I had no 2016 Budget Closeout Line Item Transfers. Branch II had some, due to trials, which stayed within the budget totals. Allen stated she was in

contact with Darcy in Finance and if she stayed within 10% of the overall budget, she was good.

MOTION: To approve the 2016 Budget Closeout Line Item Transfers of the Circuit Court Branch I and Branch II (Timmons/Fried, PASSED).

#### Annual Law Clerk Position

Allen was requesting to fill the full-time law clerk positions that is shared with Vilas County. They are hoping to keep the same person they have now, as he does an excellent job.

MOTION: To approve the Annual Law Clerk Position (Fried/Ives, PASSED).

### **SHERIFF'S OFFICE**

#### 2016 Budget Closeout Line Item Transfers

Sheriff Hartman reported there was good news and he was returning \$616,762.00 to the general fund (Exhibit 1). This was estimated to be approximately \$500,000.00. In that number were different costs passed on to other departments, such as giving Building & Grounds their monies to cover expenses. Sheriff Hartman stated they did well, only having the inmates for roughly half of 2016 and it was looking good for 2017. Sheriff Hartman stated that through February 2017, revenue goals had already been met. Sheriff Hartman reminded the committee that the State Inmate money all comes back to the county. Ives asked how many inmates the jail had. Sheriff Hartman stated 97 today with three out on writs.

Fried commented that it was good to hear the Sheriff's Office was in the black rather than red, and questioned if the state inmates made the expenses go up. Butzlaff reported this was done post line item transfer per guidance from the former finance director. There was further discussion on the transfer of monies.

Ives asked about overtime in the jail. Hartman stated it was not crazy. Fried stated he was concerned with the medical fees. Sheriff Hartman stated the medical costs were ugly for the local inmates, but not for the state inmates. Hartman stated there were a couple local inmates with medical issues that they were trying to work out. Fried asked if there was something the committee could do; someone they could contact to push to get this changed. Hartman stated it was like a shell game, which pocket would the money come out of. Hartman stated he would like the State to pay, but that was not realistic, and this was a common topic with other jails and sheriffs.

Fried questioned why the Emergency Management budget was also on the plus side. Chief Deputy Hess stated HazMat was the majority of that and there could have been reimbursements from incidents.

MOTION: To approve and graciously welcome the 2016 Budget Closeout Line Item Transfers of the Sheriff's Office with a return of \$616,762 to the General Fund (Timmons/Fried, PASSED).

Fried asked Butzlaff if she had worked with Darcy and if Darcy was good with how this worked. Butzlaff stated yes.

#### Jail Bed Space

Sheriff Hartman reported this was to keep the committee in the loop. Jail Administrator Mark Neuman had been looking at the blue prints and found some change in code language that goes in our favor. Hartman stated they have been watching the jail population very closely. The state says the jail has to keep a maximum of 75% of the total jail population, which is 173ish. Today the inmate population was at 163, but that has been close or over at times. Newman studied the blue prints and with his building background thought we could increase the bed space from 203 to 209. For very little money, we could add in beds, tables, and help out that number. Hartman stated he was worried that he would have to send state inmates back to stay under the number, which is \$550/day and per the course of a year, was a lot of money. There was further discussion regarding the bed space, what cell block, and code language. Fried asked if anyone would have to sign off on this project. Hartman stated the state inspectors would sign off. Fried made the comment that this was a good proactive foresight.

MOTION: No motion needed. Informational only.

#### Corrections Sergeant Vacancy Review

Hartman stated this was a standard vacancy review. Corrections Sergeant Christina Cummings took a job in the private sector. Ives asked if this was the standard eight weeks. Hartman stated yes, he would promote from within to the sergeant position, then fill the vacant corrections officer position.

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

Ives asked about corrections staff vacancies. Hartman stated they were short four positions. Hartman reported it was a daily struggle to keep these positions filled. In speaking with community members, other jail administrations, it was a common problem to find good staff and retain them. It was definitely a struggle to compete with private sector jobs and other careers. There was discussion if this was because of the nature of the job, confinement within the building, pension payments, 401k, and how the pay and benefits were less than private sector positions. Ives asked about the other departments. Hartman stated that patrol and technical support positions were all filled, but Dispatch was down the same as the jail.

#### **CLERK OF CIRCUIT COURTS**

##### 2016 Budget Closeout/Line Item Transfers

Running presented the line item transfers for the Clerk of Courts Office (Exhibit 2). The jury was over budget, but they had no control over that because of two large trials. This included jury costs, meals, and some personnel overtime.

MOTION: To approve the 2016 Budget Closeout/Line Item Transfers for the Clerk of Circuit Courts (Timmons/Fried, PASSED).

## **PUBLIC COMMENTS**

None.

## **ITEMS FOR FUTURE AGENDA(S)**

Fried asked to have discussion on the role of the committee (if there was one) as to out of county travel within the Sheriff's Department. Fried stated he had been questioned as to how the committee knew that employees were attending seminars when out of town.

Fried asked for discussion on the checklist that was put together some months back after the meeting with Gregg Walker.

Fried questioned if the merge of Emergency Management with the Sheriff's Office needed to be reviewed.

## **ADJOURN**

**10:50 a.m.** MOTION: To adjourn the meeting (Metropulos/Ives, PASSED).

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Mike Timmons, Chairman

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Andi Seidel, Committee Secretary

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Bob Metropulos, Vice-Chairman