

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
JULY 17, 2012**

COMMITTEE MEMBERS PRESENT: Chairperson Bob Metropulos, Dave Hintz, Jack Martinson and Mike Timmons.

COMMITTEE MEMBERS ABSENT: Billy Fried was excused.

OTHERS PRESENT: Mark Dascalos (Howard Young Medical Center Ambulance Manager), Chief Deputy Sweeney (Sheriff's Office), Brian Desmond (Corporation Counsel), Amy Franzen (Register in Probate), Bonnie Wilcox (District Attorney), Tammy James (Family Court Commissioner), Brenda Behrle (Clerk of Courts), Kathy Belliveau (Circuit Court Branch I), Deb Shawl (Circuit Court Branch II), Ken Korten Hof, Emergency Management Director and Dawn Robinson, Committee Secretary.

CALL TO ORDER

Chairman Metropulos 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 (Hintz/Martinson, PASSED).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the June 20, 2012 Committee Meeting Minutes (Martinson/Timmons, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for August 15, 2012 at 9:30 a.m.

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

MOTION: To approve bills, vouchers, line item transfers and expense voucher summary sheets of Public Safety Departments (Timmons/Martinson, PASSED).

Corporation Counsel

Department Information Document:

Corporation Counsel provided the Department Information Document (DID), Exhibit #1.

Corporation Counsel explained the Social Services Consortium for Economic Support Division is no longer in place and certain cases are no longer reimbursed to the County.

A question was asked if the amount of time Corporation Counsel spends with departments has ever been tracked, no it has not. Desmond explained for grant funding purposes, secretary time has been tracked while working on child support programs.

MOTION: To accept Corporation Counsel's Department Information Document (Martinson/Hintz, PASSED).

Bills, vouchers and line item transfers for Corporation Counsel:

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

Register in Probate

Department Information Document:

The Probate Registrar provided the Department Information Document (DID), Exhibit #2. Changes are reflected on Page 300 as of 01/12 regarding responsibilities and also regarding the funding percentage.

A question was asked if Register in Probate is a standalone department. The Probate Registrar explained Judge O'Melia is the department head and the Probate Registrar is the Supervisor.

A question was asked if the department keeps track of business volume. Case volume from two-years ago was compared to this year and overall, volume stayed the same. There was discussion regarding department revenue sources. It was explained, revenue is generated from probate/guardianship filing fees. There was discussion regarding trusts. Probate trusts are setup through a will and living trusts are handled through the Clerk of Courts Office.

MOTION: To accept the Register in Probate Department Information Document (Timmons/Hintz, PASSED).

Wisconsin Register in Probate Association Fall Educational Conference:

The Wisconsin Register in Probate Association has two semi-annual conferences (one in the Spring and one in the Fall). The Probate Registrar is requesting attendance at the two-day Fall Conference scheduled in Oconomowoc and cited topics and speakers.

There was discussion regarding if both the Probate Registrar and the Juvenile Court Clerk would be attending this conference. The Registrar attends this conference and the Juvenile Court Clerk attends a conference in that field with the State paying for the Juvenile Conference.

MOTION: To approve the Register in Probate/Probate Registrar to attend the Wisconsin Register in Probate Association Fall Educational Conference (Martinson/Timmons, PASSED).

Bills, vouchers and line item transfers for Register in Probate:

MOTION: To approve bills, vouchers and line item transfers for Register in Probate (Hintz/Martinson, PASSED).

District Attorney

Department Information Document:

The District Attorney Secretary presented the Department Information Document (DID), Exhibit # 3.

The Secretary explained the full-time Assistant District Attorney is the lead person until the Governor appoints a District Attorney. The Secretary referred to Page 56 and explained the Restorative Justice Program and the Criminal Diversion Program were cut from the budget.

MOTION: To accept the District Attorney's Department Information Document (Timmons/Hintz, PASSED).

Bills, vouchers and line item transfers for District Attorney's Office:

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

Circuit Court Branch I

Department Information Document:

The Judicial Assistant provided the Department Information Document (DID), Exhibit #4.

The Judicial Assistant explained insurance expenses are high because it includes the Law Clerk, the previous Judicial Assistant (retirement benefit) and the current Judicial Assistant.

A question was asked if the department monitors backlog cases. Yes, the Judge reviews them regularly. Caseload assignments and intake schedules were explained.

MOTION: To accept Circuit Court Branch I Department Information Document (Martinson/Hintz, PASSED).

Bills, vouchers and line item transfers for Circuit Court Branch I:

MOTION: To approve bills, vouchers and line item transfers for Circuit Court Branch I (Timmons/Hintz, PASSED).

Circuit Court Branch II

Department Information Document:

The Judicial Assistant provided the Department Information Document (DID), Exhibit #5.

Branch II has had a part-time Judge since January and the Judge has been doing an excellent job keeping cases on course. Branch II staff are looking forward to Judge Bloom taking the bench.

MOTION: To accept the Circuit Court Branch II Department Information Document (Hintz/Martinson, PASSED).

Bills, vouchers and line item transfers for Circuit Court Branch II:

Branch II medical expenses are high this year due to the number of court ordered evaluations on juvenile cases along with an increased number of Chapter 51 cases.

A question was asked if medical expenses are reimbursable, no they are not.

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

Sheriff's Office

Department Information Document:

The Chief Deputy presented the Department Information Document (DID), Exhibit #6.

The Chief Deputy stated the department exercised as much budget constraint as they could while working with Committee's to control costs. Budget is on target.

MOTION: To accept the Sheriff's Office Department Information Document (Timmons/Hintz, PASSED).

Bills, vouchers and line item transfers for Sheriff's Office:

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

Emergency Management

Ambulance Service Request for Proposal (RFP):

The Request for Proposal (RFP) has been completed and has been reviewed by Corporation Counsel. The timeline of events are as follows; August 1st RFP's are released, August 31st proposals are due back to the Emergency Management Department, the month of September proposals are evaluated, the month of October proposals are negotiated, the end of November contracts are signed and the scope of work begins June 1, 2013. The Director stated Ministry Health Care is interested in continuing to provide ambulance service and would submit a 2013 Ambulance Budget as their proposal.

The Emergency Management Director reiterated the Request for Proposal is based on the current level of service provided by Ministry Health Care and recommended accepting the 2013 Ambulance Budget as their proposal.

MOTION: To approve and release the Ambulance Service Request for Proposal (RFP) and accept Ministry Health Care's 2013 Ambulance Budget as their proposal (Hintz/Martinson, PASSED).

The new Howard Young Medical Center Ambulance Manager was introduced and a brief biography was provided.

Bills, vouchers and line item transfers for Emergency Management:

MOTION: To approve bills, vouchers and line item transfers for Emergency Management (Timmons/Martinson, PASSED).

PUBLIC COMMENTS

No public comment was given.

ITEMS FOR FUTURE AGENDAS

Develop agenda at Emergency Management Director's discretion.

ADJOURN

10:39 a.m. MOTION: To adjourn the meeting (Martinson/Hintz, PASSED).

Bob Metropulos, Chairman

Dawn Robinson, Committee Secretary