

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
JULY 20, 2017**

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

COMMITTEE MEMBERS ABSENT: Ted Cushing (excused)

OTHERS PRESENT: Larry Mathein (Medical Examiner), Jay Sommers (Emergency Management), Denise Briggs (District Attorney), Brenda Behrle (Clerk of Courts), Amy Franzen (Register in Probate), Kathleen Belliveau (Branch I), Ken Kortenhof (Emergency Management/Sheriff's Office), Mike Fugle (Corporation Counsel), Dan Hess (Sheriff's Office), 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 (Metropulos/Ives, PASSED).

APPROVE PREVIOUS MEETING MINUTES

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

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for August 17, 2017.

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 had questions regarding CHIPS. Fugle explained what this consisted of. This was a large amount and Fried was worried about protecting the county from exorbitant fees. There was discussion on court reporters, court reports, compensation, and copy fees. Fried commented that it was only July and there were line item transfers. Sheriff Hartman stated this was reimbursement from the State Aid Saturation (grant). The Sheriff's Office had squads out for the State during their construction project and received reimbursement for that. There was discussion regarding the transfers.

CORPORATION COUNSEL

Wisconsin Commission on Children, Families, and the Courts: Fugle as member of Commission

Fugle reported that he has been asked to serve on the Wisconsin Commission on Children, Families, and the Courts (Exhibit 1). This position is appointed by the Chief Justice of Wisconsin Supreme Courts. The commission meets twice a year for an all-day meeting. They pay for the hotel the night before and incidentals. The county will have no cost except Fugle's time working on these cases. Fried asked if this was something Fugle wanted to do and he stated yes. Fried stated his biggest concern was if this appointment would affect the operations of the department, but that it sounded like everything was covered and the department would make it work. Fugle reported that the next meeting will be in December 2017 and was asking approval from this committee to serve on this commission.

MOTION: To approve, with congratulations, the appointment of Mike Fugle to the Wisconsin Commission on Children, Families, and the Courts (Fried/Metro, PASSED).

Wisconsin Child Support Enforcement Association Fall Conference: Wiensch

This is an annual conference that Tom Wiensch will attend. There is no cost for the conference, \$82 for lodging and incidentals, and this is in the budget. This will count as 15 continuing legal education credits and is directly related to his duties. If Wiensch were to take a class, it would cost approximately \$100-\$150 per credit. The conference is being held in Wisconsin Rapids.

MOTION: To approve the attendance of Tom Wiensch at the Wisconsin Child Support Enforcement Association Fall Conference in Wisconsin Rapids (Fried/Ives, PASSED).

Non-Budgeted Purchase Request: Two Lateral File Cabinets

Fugle reported the need for two large file cabinets in the Corporation Counsel office. Files are currently on the floor, on top of other cabinets, and in the conference room. Cost is \$1,800.00. There was discussion on if this should go through Building & Grounds and where the money would come from.

MOTION: To approve and forward to Building & Grounds the non-budgeted purchase request of Corporation Counsel for the purchase of two lateral file cabinets (Fried/Metropulos, PASSED).

REGISTER IN PROBATE

Request Approval for Register in Probate to Attend WRIPA Fall Educational Conference in Eau Claire, WI

Franzen requesting approval to attend the annual fall conference in Eau Claire. This is in the budget.

MOTION: To approve the request of Amy Franzen to attend the WRIPA Fall Educational Conference in Eau Claire, Wisconsin (Metropulos/Ives, PASSED).

Annual Staffing Request: Probate Office LTE

Franzen reported this was the annual staffing request for and LTE for the Probate Office (Exhibit 2). The first year an LTE was requested for scanning files to prepare for e-filing. Great progress was made and they will be going to voluntary e-filing of Probate files only on September 12, 2017. CCAP will be here for training. Mandatory e-filing begins March 2018. Discussion on what the LTE is still needed for: scanning the next type of files, current large files, destruction of files per retention period, and return of exhibits if needed. Fried asked if this request was for now or 2018. Franzen stated this was to continue the LTE position. There was discussion about the collaboration/consolidation between departments for the scanning/destruction of files, issues with confidentiality, and if there was any way to connect the dots to make it work.

MOTION: To approve the annual staffing request of an LTE in the Register in Probate Office (Fried/Metropulos, PASSED).

Further discussion about the hours (29.5/week) for this position, the flexible schedule, and if any equipment was needed.

CIRCUIT COURT BRANCH I/CIRCUIT COURT BRANCH II

Law Clerk Wage Increase

Judge Patrick O'Melia joined the meeting and presented information requesting a wage increase for the Law Clerk position. This position is usually filled by a recent law school graduate (licensed attorney) and cost is split 1/3 each between Branch I, Branch II, and Vilas County. Looking back through records dating back to 2006, there has been no wage increase in this position for over 15 years. The wage is currently \$20/hour and Judge O'Melia has researched this and is requesting an increase to \$28/hour. He would like to see this raise go into effect for the remainder of the year, but definitely to be in the 2018 budget. There was discussion regarding the increase, cost to the county, efficiency study and sustaining services we have in the county, and if there was money in the budget for the remainder of the year.

MOTION: To approve the circuit courts to investigate if there is enough money in their 2017 budget to cover a wage increase for the Law Clerk position at this time, and to forward that information to LRES regarding the increase for both 2017 and 2018 (Fried/Metropulos, PASSED).

Law Clerk June 2018-June 2019

Requesting approval for the Law Clerk position for the term June 2018-June 2019

MOTION: To approve the Law Clerk position for the term June 2018-June 2019 (Timmons/Ives, PASSED).

SHERIFF'S OFFICE

Action on Ambulance Request for Proposal

Kortenhof presented the ambulance proposal results (Exhibit 3). All proposals met the minimum specifications. Kortenhof explained the scoring for the proposals and

recommended to purchase the new ambulance from Pomasl PL Customs. Fried questioned if they were not required to go with the lowest bid. Korten Hof explained not with equipment, but yes with services. Korten Hof explained that he knows the company and the timeframe they can get the ambulance ready and delivered in is big. This new ambulance will be on the road by the end of September rather than sometime next year. Fried asked if the money was in the budget and Korten Hof confirmed it was. There was \$165,000 budgeted for the new ambulance. The cost is well under that, but with changes they'd like to make to how the cots are installed, it may come close to the budgeted cost.

MOTION: To approve the action on the Ambulance Request for Proposal as presented (Metropulos/Ives, PASSED).

Fried asked who was involved in scoring the proposals. Korten Hof reported Sherri Congleton, Jay Sommers, and himself. Fried asked if Oneida County then owns this ambulance and Korten Hof stated yes.

Capital Improvements

Sheriff Hartman and Chief Deputy Hess presented Capital Improvement Projects for the Sheriff's Office (Exhibit 4).

The Investigations Division Interview Room needs a new recording system. The current one is approximately 10 years old. They will try to push this project out a couple years, but by 2019 will need to replace. Fried commented that the state prisoner revenue was best spent on capital improvement projects. Sheriff Hartman stated the Sheriff's Office projects and other county projects need to have the same considerations given when making decisions where to spend the money.

Replacing/upgrading the Power Phone system in the 911 center was discussed. Power Phone is used by dispatchers to give instructions (CPR, how to stop bleeding, etc.) to caller before the ambulance arrives. Power Phone will no longer be supported as of 2019 and they would like to get a system that will integrate into the current CAD system (New World). The new system would pop up on the computer screen. Currently there are flip books the dispatchers use and are used on almost every ambulance call that is received. Hoping to limp the system through to 2019. The New World CAD System does not look to be going away and is pretty solid. They are not so sure about Next Gen 911 as there are no specs out yet for Wisconsin and they are waiting for criteria to be established before making any decisions.

Replacement of the Phase III Radios (portables used by officers to contact dispatch) has been on the Capital Improvement list since 2015 and has been kicked back a couple years. Hess reported that ideally, these should be replaced every 7 years and stated they should be a priority for 2018 (purchased in 2008).

Sheriff Hartman reported some items (kitchen, IT) go through Building & Grounds. Ken reported there were no Capital Improvements for Emergency Management. Fried

stated it was up to the Sheriff and this committee to prioritize projects by importance. Korten Hof reported the repeater system is running 24/7/365 since 2003. There was further discussion regarding Next Gen 911 and upgrades in the jail kitchen.

MOTION: To forward the Sheriff's Office Capital Improvement Projects paperwork to the Capital Improvement Committee, noting the Phase III Radio project should be rated "A" with the most importance (Timmons/Metropulos, PASSED).

Transports

Sheriff Hartman stated no decision was needed at this time, but wanted to bring to the attention of the Committee that the transport budget line item is gone for the year and had been spent by the end of June. Mental health issues in Oneida County are out of control. The Sheriff's Office faces the transport of people, especially mentally ill, around the state and it is very expensive.

Fried asked for an example. Sheriff Hartman gave the example that someone in Oneida County wanted to kill themselves. Law enforcement is now involved. Responding officers take the person into custody, perform an Emergency Detention, and the person is medically cleared at the nearest hospital. In previous days, most people would be housed at St. Mary's and that is no longer the case. Now people are typically taken to Medota in Madison or Winnebago Mental Health in Oshkosh. It is very common that officers will pass each other on the road going to/from these places. The transport requires two officers, sometimes on straight time, sometimes OT, usually call pay. Sheriff Hartman stated it is the sheriff's constitutional function to perform these duties.

(Metropulos excused from meeting at 10:33 a.m.)

Sheriff Hartman continued that a person can be picked up and transported to Mendota. The person then needs to be picked up and transported back to Oneida County for court. The judge could then send the person back to Mendota, and they are transported again. Sheriff Hartman commented on how mental health illness is much more prevalent now compared to 10-12 years ago, and that institutions have been shut down and the cost has shifted to the sheriff offices. St. Mary's Hospital has told us for decades that they lose money every year, but being a Catholic hospital, they have to have beds and they draw the line at 10, and can only take a certain type of person, and will not take juveniles.

There was discussion on creating a facility, if/how other counties have done this, cost effectiveness, and juvenile facilities. There was further discussion on strategies to meet this challenge, county costs, and facilities. Fried stated it was costing a lot, but was not to a point yet where they needed a different strategy. Sheriff Hartman stated he would look at different strategies. Hess reported the cost for last month was \$22,000.00. Ives suggested to possibly build a budget for transports.

MOTION: Informational only, no motion needed.

2018 Staffing Requests

Northwest Community Policing Grant: Would like to keep the same as it has been since the 90's, 800-hour position. Sheriff Hartman expects the grant to be the same as last year at approximately \$33,000.00.

School Resource Officer: James Williams Middle School deputy assigned. JWMS pays during the school year, then Sheriff's Office pays the rest of the year so the deputy is available when needed.

Dive Team: Nothing different.

Three LTE's in Oneida County Jail: All three LTE positions are currently open. Sheriff Hartman would like to fill them if they can and LTE's are used for coverage when there are shortages due to vacation days and days off.

New Position-Mechanic: Would like a new full-time position created at the Sheriff's Office (Exhibit 5). Mechanic would work on ambulances and squads. Sheriff's Office currently contracts with the County shop and Robert's Repair. With the amount of money currently being spent, the Sheriff's Office can support a full-time position in the budget without adding to the levy. This position would do oil changes, outfitting squads, tire changes, etc. This person would be an employee of the Sheriff's Office. Hess stated this position could be money saving due to the squads/ambulances having problems looked at right away.

MOTION: To approve the 2018 staffing requests for the Sheriff's Office and forward to the appropriate committee (Ives/Fried, PASSED).

Fried applauded the sheriff's thinking and looking at this type of strategy. Sheriff Hartman reported Korten Hof had been pushing him for many years to do this (mechanic).

PUBLIC COMMENTS

None

ITEMS FOR FUTURE AGENDA(S)

Sheriff Hartman requested that Kitchen – Building & Grounds item be placed on next month's agenda.

ADJOURN

10:51 a.m. MOTION: To adjourn the meeting (Fried/Ives, PASSED).

Mike Timmons, Chairman

Andi Seidel, Committee Secretary

Bob Metropulos, Vice-Chairman