

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
SEPTEMBER 13, 2018**

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

**COMMITTEE MEMBERS ABSENT:** None

**OTHERS PRESENT:** Ken Kortenhof (Emergency Management), Jay Sommers (Emergency Management), Crystal Schaub (Medical Examiner), Brian Desmond (Corporation Counsel), Jennifer Allen (Branch II), Brenda Behrle (Clerk of Courts), Heidi Ihn (District Attorney), Dan Hess (Sheriff's Office), Sheriff Grady Hartman, Jill Butzlaff (Sheriff's Office), Sherri Congleton (Emergency Management), Lisa Charbarneau (LRES)

**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 (Fisher/Fried, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the August 16, 2018, Public Safety Committee Meeting Minutes (Timmons/Metropulos, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for October 18, 2018.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS**

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

**MEDICAL EXAMINER**

Medical Examiner Vacancy Review

Lisa Charbarneau from LRES presented the vacancy review form to the committee (Exhibit #1). Charbarneau reported that Medical Examiner Larry Mathein's resignation was effective August 31, 2018. Charbarneau reported approval from Chairman Hintz to post the position. Charbarneau asked what this committee's wishes were in regard to interviews. Fried asked who reviews the applications. Charbarneau reported Jen from her office would review. Charbarneau reported applications were due by September 19, 2018, interviews would begin the next week, and this committee usually sits in on the interviews, along with herself. Fried commented that the committee doesn't know what is going on, where the budget is at, how the contracts with Vilas and Forest are. Fried

commented that as the committee of jurisdiction, they need better knowledge and to be brought up-to-date on what is going on. Timmons noted that the committee definitely needs to see the big picture. Charbarneau suggested to Chairman Timmons that the committee have a meeting prior to the interviews to be brought up-to-date. Timmons stated they would cover that under #11 on the agenda.

MOTION: To approve the vacancy review form for the Medical Examiner (Fried/Ives, PASSED).

## **CLERK OF CIRCUIT COURTS**

### 2019 Department Budget

Brenda Behrle presented Clerk of Court 2019 Department Budget. Revenues look good and hopefully will be able to meet budget numbers. As a reminder, the revenue account 416400 public charges-jail are in this budget, but reflect in the Sheriff's Office as dollars. Behrle reported her office is in the process of signing an agreement with the State Debt Collection, which allows them to partner with the Department of Revenue to get full monies, and hope to show an increase in collections once that is in place.

There was discussion regarding the zero budget, non-personnel expenses, law library, training and conference items. Behrle reported that the rate sheet and summary sheet were attached and there was discussion regarding those. Behrle reported the eFiling is still time consuming, as staff still needs to double-check that information filed is correct. This is just a better way to store the files. Behrle reported her office is still working on scanning of old files.

MOTION: To approve the Clerk of Circuit Courts 2019 Department Budget and forward to the Administrative Committee (Fried/Metropulos, PASSED).

Kathleen Belliveau arrived at meeting and presented Bills, Vouchers, and Line Item Transfers for Branch I.

MOTION: To approve bills, vouchers, and line item transfers for Branch I (Fried/Fisher, PASSED).

### Fall Clerk of Circuit Courts Conference

Behrle reported the Fall Clerk of Courts Conference would be held in Green Bay, Wisconsin October 10-12, 2018 at the Tundra Lodge. Behrle reported this is in the budget.

MOTION: To approve Behrle to attend the Fall Clerk of Circuit Courts Conference in Green Bay October 10-12, 2018 (Fried/Ives, PASSED).

## **SHERIFF'S OFFICE**

### 2019 Department Budget

Sheriff Hartman advised the board members to be prepared to take a hard look at the efficiency study and make some hard decisions. Hartman reported this was the 14<sup>th</sup>

year of zero increase, and it was time for the board to raise taxes or take a look at the lesser programs and delete them.

Committee members were given copies of budget (Exhibit #2).

Emergency Management: Ken Korten Hof presented EM budget summary (red bad, blue good). \$165,000 came out of Continuing Appropriations in 2018 and that has to be made up in 2019. Because we have a mechanic and he is able to work on ambulances, a new ambulance not requested in 2019, but that money goes into the capital equipment for a future purchase. Hartman reminded the committee that they also have an added building and ambulance station in Sugar Camp. Korten Hof reported that the next ambulance purchase would be in 2020, and probably would skip 2021, but cots and load systems for the existing ambulances and new ambulances will need to be installed. When the new ambulance is purchased in 2020, the cost would be less because this system would be a prior purchase. A Lucas Device (performs CPR automatically) will need to be purchased for the Sugar Camp ambulance. Fried asked how much a Lucas Device costs. Korten Hof reported \$17,000.00. Fried commented that hospitals sometimes donate these. Korten Hof reported they have received those in prior years. Ives asked how long the device lasts and Jay Somers reported 10 years, and that they have not had to replace one yet.

Korten Hof stated the budget was pretty straight forward, as it is every year. Timmons asked if there was a way to get appropriations to the hospitals thinned out. Korten Hof stated that was all wages and that Howard Young Medical Center actually pays for one of our employees, and they are definitely a good partner.

Fried asked if when Korten Hof goes to County Board, his suggestion will be to levy? Korten Hof stated yes. There was further discussion on ambulances, with the newest being a 2017 and the oldest being two (2) 2002's that have been refurbished. Korten Hof stated they were to go to auction, but the mechanic has them running well and he is reluctant to get rid of them as they are great workhorses. Fried stated EM was asked to come in at zero budget, non-personnel. Korten Hof stated he was only asked for non-personnel for ambulance, not for anything Emergency Management or HAZMAT because he cannot control that.

There was discussion on the Phase I and Phase II projects. Korten Hof reported they have been approved for the call-handling portion and will hopefully upgrade next year with three other counties (shared cost). Then there will be additional costs after that, which could happen in 2020. The mandated NextGen project will be in 2020-2021. Sheriff Hartman reported they don't know how this will effect personnel in Dispatch Center, it may take more personnel. There is money to implement, but you still need personnel to operate the equipment. It was asked if this was being forced. Korten Hof reported it was somewhat. Korten Hof explained that right now phone system comes through copper wires and they need the ability to pick up the signal on VOIP system, with additional technology (videos/texting). Korten Hof reported the call handling system would be implemented next year and will integrate to the VOIP. There was discussion on 911 tax, speaking to legislators, Phase I and Phase II, personnel required, the

mandating of this project, and if other counties have started with this project. Sheriff Hartman stated the level of staff for the duties right now are low, but right on for where the taxpayers are getting a deal. It is causing stress because Sheriff Hartman does not know if they can do this when it comes into fruition. Korten Hof stated the equipment is less expensive compared to the personnel to operate it.

Sheriff's Office: Sheriff Hartman stated he was asked to come in with zero operating increase non-personnel and he did. They took on additional costs that he agreed to last year, the mechanic and chief deputy and captain wage increases. The first two pages are summaries of what was done. The venue shows increase of charges EMP (electronic monitoring program), NEW blood draw (TB test for inmates). Sheriff Hartman reported the Oneida County Health Department, Oneida County Department of Social Services, and Oneida County Building & Grounds will contract with the Sheriff's Office for maintenance on their vehicles. The actual increase in revenues will be \$14,417.00.

Hartman stated there were overall changes to individual line items to balance out. Chief Deputy Hess reported medical services rise and continue to go up, and they are many inmates with medical issues. The catered food is based on 180 inmates, and they are paying a very good price (\$1.33/plate). Hartman stated the inmate medical is expected to continue to increase. They are getting a good deal at this time, but does not believe that will continue. Hartman inmates that have additions (meth and opiate) don't go to the doctor until they are in jail, then have serious medical issues that we have no choice but to address. Hartman reported he is working with the judges to get the inmates out on sig bonds so they can get medical care on their own.

Schedule of fees has been changed. Paper service fee has been raised to \$60 from \$55, there was a change in the sheriff sales verbiage/policy, Huber fees have a mandatory \$10 charge for TB testing, electronic monitoring program fees are new. There was discussion on what a sheriff sale is, what is involved in Huber, and the inmates are not charged for medical services.

Next in the packet was the line-by-line items, summarized in the blue highlights sheet. Next were the summary packet and efficiency study. Hess stated those numbers were from 2016. Timmons asked how staffing was today compared to 2016. Hartman stated the only position added in was the mechanic.

The next pages were the continuing appropriations. Hartman wanted to highlight that he suggested leaving the 911 alone as they look at the upgrade in the future, and that the balances did not reflect the outstanding grant amounts and balance for the remainder of 2018. Timmons asked if the county was reimbursed for the water/snowmobile/ATV patrol and how much. Hess stated they do and were doing fairly well. There was discussion on trail fees and if any of that money comes to the county. There was discussion on the vendor line item.

Ives questioned the electronic monitoring and how many units they will or do have. Hess reported they had eight units, with two out right now. Timmons asked if these would pay for themselves and Hartman stated they already do. Ives asked Hartman if he was going to use this more often. Hartman stated that he wanted the ability to use this, but wanted to be strict about how it was used. Timmons asked Hartman how much control he had vs. the courts. Hartman stated he had full control and could decide. Ives asked if these were bought or leased. Hartman stated the equipment is free. Once it is turned on, the fees begin, and then the inmate is charged. Hartman stated this is strictly a revenue item. Ives asked who monitors this and Hess reported the sheriff's office does, but they work with the company. Hess stated that within eight hours, he has data on where the person is traveling.

MOTION: To approve the Sheriff's Office 2019 Department Budget as presented and forward to the admin committee (Timmons/Fisher, PASSED). (Metropulos was out of room at time of vote.)

#### **PUBLIC COMMENTS**

None

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

Medical Examiner: Committee discussed that they were in closed session at last meeting, it was decided to come back to the issue, and then things drastically changed from that closed session to the next week. Discussion on whether the entire committee was needed for the interview process. Fried commented that he didn't care about the interview process, but wanted to get a hold on the contracts with the other counties, etc. Timmons stated he would get back to Lisa in LRES. Fried stated the committee should have a meeting before the interviews. A tentative meeting date of September 26, 2018, at 9:30 a.m. was scheduled.

911: This is down the road, but needs to be on the committee radar.

#### **ADJOURN**

**10:43 a.m.** MOTION: To adjourn the meeting (Fried/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