

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
SEPTEMBER 17, 2015**

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

**COMMITTEE MEMBERS ABSENT:** None

**OTHERS PRESENT:** Kathleen Belliveau (Branch I), Deb Shawl (Branch II), Emergency Management Director Ken Kortenhof, Medical Examiner Larry Mathein, Sheriff Grady Hartman, Chief Deputy Daniel Hess, Jill Butzlaff (Sheriff's Office), Corp Counsel Brian Desmond, and Andi Seidel, Committee Secretary.

**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 (Holewinski/Fried, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the August 20, 2015 Committee Meeting Minutes (Holewinski/Timmons, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for October 22, 2015 at 9:30 a.m. November meeting penciled in for the 19<sup>th</sup>.

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

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

**Corporation Counsel**

*2016 Department Budget*

Discussion about where Corporation Counsel could save money. Brian Desmond reported that the budget had been pared down considerably in the last few years and was at the minimum needed to run the office. (Exhibit #1)

MOTION: To approve the Corporation Counsel 2016 budget and forward to Administration Committee (Holewinski/Ives, PASSED).

*Bills, vouchers, and line item transfers*

These were taken care of under #5 on the agenda.

## **Sheriff's Office**

### *Corrections Officer Vacancy*

Sheriff Hartman reported the resignation of a corrections officer and they were at the beginning stages of recruitment. Ives asked if they were at minimums or below. Sheriff Hartman reported that right now there are seven vacancies at the Sheriff's Office, three in corrections, three in dispatch, one in technical support unit. Sheriff Hartman reported they are changing the process with LRES to have continual recruitment. They are buying software to be able to perform testing right away. Discussion on how long it takes to fill a position, if there were programs that could be attended, why it is so hard to fill the positions, and pay rates compared to other counties

MOTION: To fill corrections officer vacancy as presented (Holewinski/Ives, PASSED).

Chief Deputy Hess reported that if all goes as planned, one position will be filled by October 6 and two background checks are being performed right now.

### *Ambulance Service Update*

Ken Kortenhof updated committee on Three Lakes/Sugar Camp area (Exhibit #2). These areas are having a hard time staffing paid on-call staff. Two options were discussed, one being to recruit additional paid-on-call staff, and one is to augment the paid on-call staff with a paid full-time paramedic. This is only in the beginning phase. The cost of adding another paramedic is approximately \$240,000.00. Kortenhof gave a 2015 financial update with vehicle repairs possibly needing a line item transfer from Contingency at the end of the year, and ambulance hospital subsidies covered from Continuing Appropriations Account, which has a current balance of \$274,695.50. Holewinski asked what the account was for. Kortenhof stated it is used to offset hospital subsidies. They have had good years and have not had to raise tax levy in quite some time, but this will probably end in 2017-2018.

Kortenhof reported that Three Lakes and Sugar Camp have had discussions already about the staffing issue. They have held one working group meeting and another set for September 24 with different options being thrown around. Discussion held about who services above Three Lakes, agreements we have with other counties, mutual aid, intercepts, etc. Fried commented that the levy should be raised and to not take money out of the account. Discussion on what hospital ambulances took people to. Discussion on contracting with St. Mary's Hospital and Howard Young Medical Center. Kortenhof reported that if paramedics were hired to augment Sugar Camp and Three Lakes, they would be contracted from St. Mary's or Howard Young at approximately \$202,000 annually. Holewinski stated the two towns want to move forward on this issue.

Kortenhof was directed to put the full-time paramedic in his budget.

It was questioned if every ambulance has someone that has life sustaining services. Kortenhof referred to Exhibit #2 and explained the red symbols represent a Paramedic ambulance and the blue symbols represent EMT Basic or Intermediate Ambulances.

EMT ambulance can stabilize, then a Paramedic is called to meet them on the road to provide advanced care. There was further discussion about billable runs vs. non-billable runs. Korten Hof explained how revenue is budgeted predicting the age of the patient, the mileage to their location, and the type of emergency.

*2016 Sheriff's Office/Emergency Management Budget*

Korten Hof requested additional money for vehicle repairs that will offset with increase in ambulance revenue (Exhibit #3). Korten Hof reported the personnel budget was lower, some service contracts increased, and machinery and equipment will be upgraded (defib in Three Lakes) if they go with the paramedic unit. HazMat has a little extra in state funding. LTE wage increase in the per diem, telephone/internet under HazMat because some cost can be reimbursed through a grant.

Holewinski questioned the vehicle repair budget. Korten Hof reported that a motor went out on an ambulance and repairs are very expensive. Korten Hof stated there are a number of ambulances with the same type motors. Holewinski questioned why there were three ambulances in Rhinelander. Korten Hof explained there were two and a spare. If one is on a call and another call comes in, they can call out a second crew who will have an ambulance to run.

Discussion about the Continuing Appropriations. Ives questioned the telephone/internet costs. Sheriff Hartman explained that the new IP phone system is now costing a lot of money and the costs have been passed on to each department. There was discussion on why all the money was spent on the IP phone system and it is now costing more than the previous system, and phones/internet/cell phones in general.

Fried asked how the merger of Emergency Management and the Sheriff's Office has saved money. Sheriff Hartman and Korten Hof explained that two departments have merged, but the budgets have been kept separate because of the specialized interests and that is the best way to handle them.

MOTION: To approve the 2016 Emergency Management budget to include the new paramedic position as presented and forward to the Administration Committee (Holewinski/Timmons, PASSED).

Ives asked who would explain this to the Administration Committee. Korten Hof stated he would. It was Sheriff Hartman's opinion that the Town Chairmen should be there to explain. Holewinski commented that the people of Three Lakes and Sugar Camp are committed to their towns.

Sheriff Hartman explained that the committee asked for the Sheriff's Office to come back with a 0 budget and they have, other than \$8,000 for the IP phone/internet, so they started \$8,000 to the bad right off the top. Sheriff Hartman reported that policy decisions were made to save money. The bomb squad staffing has been cut to one person (was two), the DARE program has been pared back (it now has very little budget left in the program), and the Minocqua Dispatch is losing \$5,000 of their grant. This grant was at \$33,000 and will now be at \$28,000. Sheriff Hartman reported that they

can continued to stay at a 0 budget, but that will mean cutting back on services in the future.

Holewinski asked what grant money Minocqua Dispatch was receiving. Sheriff Hartman explained that the county subsidized the Dispatch Center. Timmons asked if Minocqua were to drop the police department, drop shifts, or lock the doors at night, what would that do to the Sheriff's Office budget? Hess reported that they would have to study that, what calls come in, but there would probably be a transfer of the levy. Timmons reported that there has been talk of one of those happening for the last two months. Discussion about challenges to shifting Minocqua Dispatch to Oneida County, budgets, contracts. Discussion about Oneida dispatching for Rhinelander and how old the contract was.

Sheriff Hartman asked when it would end, running at a 0 budget, that the nuts and bolts are gone and will have to get into the meat of things next. Sheriff Hartman reported that after Minocqua Dispatch, DARE, bomb squad are gone, the next thing would be courthouse security, that is the way we are headed. Hess stated it was frustrating to look at five years, where each line item has been cut, but still come in for eight years at a 0, which you could not do at your own home. Sheriff Hartman stated they held the line, held things tight, do not fluff numbers, and sometimes just pray that it will work. Fried stated that the committee appreciated that.

Sheriff Hartman commented that the committee made a policy last year to raise Human services 27% across the board and it was his opinion that different departments have felt the 0 budget differently and the Sheriff's Office was feeling the pain. Fried stated that they discussed getting back to the core services, get rid of unmandated to support policing at the level we expect. Sheriff Hartman reported that they had not added any cost related items, and before his time, Sheriff Hoffman dropped the AODA and GED programs. Fried asked if those were programs that could be used to attract other agencies to send us inmates. There was discussion on the costs of the programs, personnel, costs to tax payers.

Sheriff Hartman reported on the difficulty they are having attracting dispatchers and corrections officers, and the nationwide shortage on officers. Sheriff Hartman reported that when he applied to be an officer there were 150 applicants. Hess reported there were approximately 180 when he applied. Sheriff Hartman reported that in the last posting to hire deputies at the Sheriff's Office, there were only 18 applicants. Factors could be because the private sector is so strong right now and the incidents of police hate.

Holewinski reported that he went through the Sheriff's Office budget line by line with Finance Director Margie Sorenson and he wanted to do that today. Sheriff Hartman reported that they raised price of medication to the inmate for the actual cost. Hess reported that we now charge for DNA sampling. Sheriff Hartman reported that we now contract with Aspirus for medical care of inmates, which has saved money.

Holewinski asked if it was possible the jail would get state inmates back. Sheriff Hartman stated the signs are there but the state is hypocritical, class people wrong to fit in wherever they can so they do not have to give us the prisoners. There was further discussion regarding state inmates and inmates from other counties staying at Oneida County Jail.

There was discussion about restitution. Butzlaff reported this item is if someone kicked out a squad window, etc. Restitution is sent to the District Attorney's Office and you hope for the best. The Sheriff's Office had a large payment this year, which is not the norm.

Discussion about the internet and phone (paying \$4,8000 per year for internet that they never paid before), how teletype is nondiscretionary bill from the state that Sheriff's Office then bills out to city/townships, how firearms supply has gone up due to the cost of ammo tripling since Obama has been in office. Holewinski questions the Special Assignment line item. Sheriff Hartman explained this was a little bit of money in case something happened to feed back in to the department. Holewinski stated that there was money, all he needed to do was ask for it. Sheriff Hartman stated this way he did not have to ask. Butzlaff reported that she buys supplies locally instead of going through Staples and saves this way. Will go over this year because of office space renovations.

Holewinski suggested the Gasoline, Motor Oil, Etc. line item be cut by \$40,000.00. Holewinski reported the County Highway Department just had a delivery of premium for \$2.08/gallon. Stated that they get a deal because of the amount used in the county. Chief Deputy Hess reported that the Sheriff's Office can get it cheaper at with the fleet card from Kwik Trip, although it is not premium grade.

Holewinski stated that according to Finance Director the Sheriff's office could take commissary fees and put into an expense account. Sheriff Hartman stated that cannot be done as the monies are specifically marked to be used for jail upgrades. Ives reported that Margie has tried that every year, but the money is jail specific. Holewinski asked for an example of this. Chief Deputy Hess stated suppose the kitchen stove goes out, that's where the money comes from to replace the stove.

There was discussion various revenue monies, on local housing, pay to stay, various fees charged to inmates, how sometimes these are unreal numbers because monies usually not collected and it is written off. Metropulos stated it was easy to be critical, but he hadn't walked in their shoes and thought they were doing a good job.

Holewinski asked for an explanation of the water safety program. Butzlaff explained the budgeting, that the money comes in at the end of the year after a calculation of expenses and overtime, and that they meet with an auditor once a year to see what the Sheriff's Office will receive.

Holewinski asked for an explanation of the Other Supplies & Expenses. It was reported this was hard to gauge, as it contained gloves, towing bills, other miscellaneous item.

This account was for patrol only for anything that doesn't meet the description elsewhere. Discussion about the Celebrite System used in the Detective Bureau for downloading information from cell phones, the Dive Team, the Jail Assessment.

Holewinski stated that basically there was \$40,000 too much in the gas account.

MOTION: To reduce the proposed budget by \$40,000, with the Sheriff taking that out of his budget wherever he would like (Holewinski)

Discussion on the motion. Hartman asked if they wanted to go up 1% CPIA or go to bare bones and then give a 27% increase like they did to the Human Service Center. It was ultimately the decision of the board. Sheriff Hartman reported that he could not continue to offer the same level of service for the same amount of money. Holewinski stated he was only cutting \$40,000 on the gas. Chief Hess reminded the committee that it was not just gas, but could be tires, oil changes, deer guards, etc., any item needed for squads.

MOTION: To reduce the proposed budget by \$40,000, with the Sheriff taking that out of his budget wherever he would like (AYE: Holewinski. NAY: Ives, Fried, Timmons, Metropulos. Motion did not pass.)

Fried asked what it would take so the Sheriff's Office did not end up like the Human Service Center, what would it take to sustain services? Sheriff Hartman reported they were comfortable this year, but suggested the committee look five years down the road. Fried asked what it would take to re-establish money back to the Minocqua Dispatch. Hartman stated he could not answer that question. Further discussion was held.

Fried questioned the listing of telephones at different spots in the budget. Explained that 911 was listed separately. Fried clarified that the telephone expenses for Emergency Management and the Sheriff's Office together total \$14,000 and the bottom line numbers were the same as last year. Butzlaff stated that was correct.

MOTION: To submit the Sheriff's Office 2016 budget with a \$12,000 increase for telephone expenses in order to maintain services to what people have been accustomed to (Fried/Metropulos).

Discussion: Fried stated he did not think it was fair to ask a department to stay at a 0 budget and then pass along costs.

To Amend the above Motion to read: To submit the Sheriff's Office 2016 budget with a \$14,200 increase for telephone expenses in order to maintain services to what people have been accustomed to (Fried/Metropulos. AYE: Fried, Ives, Metropulos. NAY: Holewinski, Timmons)

MOTION: To forward the 2016 Sheriff's Office budget as amended to the administration committee (Ives/Metropulos PASSED).

*Bills, vouchers, and line item transfers*  
Covered under Agenda Item #5

Committee Member Metropulos was excused at 11:48 a.m. by Chairman Timmons.  
Committee took a break at 11:58 a.m. Committee returned to session at 12:05 p.m.

### **Medical Examiner**

*It is anticipated that the Committee will adjourn to closed session pursuant to WI Stats Section 19.85 (1)(c) 'for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or responsibility'. Topic: Medical Examiner Performance Evaluation and Compensation.*

MOTION: To go into closed session pursuant to WI Stats Section 19.85(1)(c) 'for the purposes of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the body has jurisdiction or responsibility'. Topic: Medical Examiner Performance Evaluation and Compensation (Holewinski/Fried, On a Roll Call Vote: HOLEWINSKI: Aye, IVES: Aye, FRIED: Aye, TIMMONS: Aye, METROPULOS: Aye).

The Committee entered into closed session at 12:11 p.m.

MOTION: To return to open session (Fried/Ives, On a Roll Call vote: HOLEWINSKI: Aye, IVES: Aye, FRIED: Aye, TIMMONS: Aye, METROPULOS: Aye).

The committee returned to open session at 12:53 p.m.

No motions made in closed session:

### **PUBLIC COMMENTS**

No public comment was given

### **ITEMS FOR FUTURE AGENDAS**

None.

### **ADJOURN**

Meeting was adjourned at 12:55 p.m. (Holewinski, 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