

PUBLIC SAFETY & JUSTICE COMMITTEE
Minutes – October 21, 2013

Call to Order. Chair Collins called the meeting of the Public Safety and Justice Committee to order at 4:00 P.M. on October 21, 2013 in the Conference Room N-1.

Committee Members Present: Supervisors Collins, Brill, Beaver, Knudson and Wiedenfeld.

Committee Members Excused: None.

Staff Members Present: Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Kathy Sukus, 911 Communications Center Director; Jenifer Keach, Coroner; Kris Baker Ellis, Child Support Director; Captain Gary Groelle, Sheriff's Office; Dara Mosley, Information Technology, Public Safety Systems Manager; Elizabeth Pohlman McQuillen, Criminal Justice Planner/Analyst; Rita Costrini Norgal, Director of Mediation and Family Court Services.

Others Present: None.

Adoption of Agenda. Supervisor Knudson moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

Adoption of Minutes. Supervisor Wiedenfeld moved approval of the minutes of October 7, 2013 as presented, second by Supervisor Brill. ADOPTED.

Citizen Participation, Communications, Announcement, Information. Ms. Keach introduced Austin Vine, an honor student and senior from Edgerton, as her intern.

Ms. Pohlman McQuillen said they are just going to start work on the Justice and Mental Health Collaborative Grant.

Consent Calendar.

Transfers and Appropriations.

Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
23-2400-0000-42605	\$3,864.50
Insurance Proceeds	

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62420	\$3,864.50
Machinery/Equipment R&M	

Bills/Encumbrances

Sheriff	\$ 6,288.71
RECAP Operations	95.08
Correctional Facility	33,902.64
Emergency Management	347.99
Circuit Courts	11,852.71
Clerk of Courts	1,276.02
911 Project Operations	449.99
District Attorney	1,008.24
Deferred Prosecution/Domestic Violence	40.00

Coroner	3,712.50
Child Support	211.47

Pre-Approved Encumbrance Amendments.

Sheriff

Elan Financial Services	\$ 2,500.00
Elan Financial Services	1,800.00
Elan Financial Services	200.00

Supervisor Knudson moved approval of the above Transfers and Appropriations, Bills and Encumbrances and Pre-Approved Encumbrance Amendments for the Public Safety & Justice Committee, second by Supervisor Beaver. ADOPTED.

Approval to Purchase Polaris Snowmobile for the Sheriff's Office from Ritchies, Barneveld, WI. Supervisor Brill moved approval to purchase the Polaris Snowmobile from Ritchies, Barneveld, WI for \$8,660, second by Supervisor Knudson. ADOPTED.

Approval to Contract with Davis Citgo, Janesville, WI, for Towing Service for the Sheriff's Office. Supervisor Wiedenfeld moved approval to contract with Davis Citgo, Janesville, WI, for towing services for the Sheriff's Office, second by Supervisor Brill. ADOPTED.

Third Quarter Activity Report – Mediation and Family Court Services. The Committee had no questions for Ms. Costrini Norgal.

Budget Review

Sheriff Mr. Knutson said the Sheriff's Office is requesting a 1.0 FTE Detective due to a continued increase in cases and a 1.0 FTE Deputy Sheriff position for recreational program activities due an increase in recreational safety issues. Mr. Knutson is recommending these two positions. The recommended tax levy increased \$406,644 or 2.1% over the prior year.

Clerk of Courts Mr. Knutson said the Court System tax levy increased by \$20,004 or 0.8% over the prior year.

911 Communications Center Mr. Knutson said he is recommending the Radio Tower and building in Edgerton, the County Law Simulcast System, and the Fire Simulcast Addition in Edgerton. Regarding the Fire and Law Receiver Sites at BTC and the Virtual Server Farm, he is recommending using 2013 funds. Mr. Knutson said the 911 Communications Center's tax levy increased \$56,550 or 1.4% over the prior year.

District Attorney Mr. Knutson said the District Attorney's tax levy decreased \$27,971 or 2.0% from the prior year.

Coroner Mr. Knutson said the Coroner's tax levy increased by \$17,592 or 5.3% over the prior year due primarily to his recommendation to include approximately two months salary for a non-MD medical examiner position overlap for training purposes.

Child Support Mr. Knutson said Ms. Baker Ellis requested three 0.3 FTE Clerical Worker positions increase to 0.4 FTE each and two seasonal workers to help handle caseloads during

vacations, sick time, etc. He is recommending these personnel requests. Mr. Knutson said the Child Support's tax levy decreased by \$79,456 or 11.7% from the prior year.

Mediation & Family Court Services Ms. Costrini Norgal said her budget is cost to continue. Mr. Knutson said the Mediation & Family Court Services' tax levy increased \$2,017 or 2.6% over the prior year.

Rock Valley Community Programs No one was present from Rock Valley Community Programs.

Chair Collins thanked Mr. Knutson and the Department Heads for their input, help and hard work.

Review of Medical Examiner Report. Mr. Osborne explained that due to Rock County transitioning in 2015 from a Coroner position to a Medical Examiner (ME) he and Mr. Terronez were directed to survey ME counties. Fourteen counties (south of Marathon County) were identified and surveyed regarding caseload, staffing, 2013 financial data, and autopsy services. Rock County law enforcement, fire and EMS agencies were also contacted to get their input on the pending ME transition. Mr. Osborne and Mr. Terronez also looked into the temporary body storage issue, and additional uses of a county morgue for tissue donation and autopsies. Pending the recruitment of a medical examiner who would need to provide input into the issue of temporary body storage, the old Rock Haven facility cooler has been made available to the Coroner's Office for overflow body storage. Mr. Osborne thanked Ms. Keach and her staff for their input.

Mr. Osborne said, as noted in the report, counties with similar death investigation caseload volume generally employ less staff than Rock County as measured by FTEs, the rate for autopsies is consistent throughout the state at nearly \$1,500 per autopsy, and the surveyed counties employ a variety of options to address short term body storage issues. Ms. Keach added that there is no standardization in coroner/ME offices and they are usually understaffed statewide.

Mr. Knutson let the Committee know he has been contacted by Dane County to discuss some options of partnering with them. Ms. Keach said there is a lot of merit going with Dane County and also a lot of merit to keep it local.

Chair Collins thanked Mr. Osborne and Mr. Terronez and said this is a very good report.

Committee Requests and Motions. Ms. Keach asked the Committee if they would be willing to meet on Thursday prior to County Board to act on a resolution Recognizing Medicolegal Death Investigators Week. The Committee agreed to meet at 5:50 P.M. prior to County Board on October 24th in the Jury Deliberation Room.

Adjournment. Supervisor Brill moved adjournment at 4:59 P.M., second by Supervisor Knudson. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.