

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
NOVEMBER 20, 2014**

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

COMMITTEE MEMBERS ABSENT: Bob Metropulos was excused.

OTHERS PRESENT: Johnathon Anderson (Lakeland Times), Chief Deputy Hess, Jill Butzlaff (Sheriff's Office), Brian Desmond (Corporation Counsel), Larry Mathein (Medical Examiner), Denise Briggs (District Attorney), Amy Franzen (Register in Probate), Kathy Belliveau (Branch I) and Dawn Robinson, 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 October 16, 2014 Public Safety Committee Meeting Minutes (Fried/Timmons, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for December 10, 2014 at 9:30 a.m.

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

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

There was discussion regarding contracted paper service.

DISCUSSION OF ANY CHANGES TO PUBLIC SAFETY DEPARTMENT BUDGET(S) DUE TO BUDGET HEARINGS

None.

DEPARTMENT ITEMS:

Circuit Court Branch I & Circuit Court Branch II

Long Range Plan for Circuit court Branch I & II Family Court Commissioner & Probate/Juvenile

The Long Range Plan, Exhibit #1 was presented.

Video Conferencing advantages, process, expenses, communications with other county departments, project jurisdiction and equipment were discussed.

Collection process and tracking of payment were discussed.

MOTION: To approve the Long Range Plan for Circuit Court Branch I & II Family Court Commissioner & Probate/Juvenile as presented (Holewinski/Fried, PASSED).

Bills, vouchers and line item transfers for Circuit Court Branch I & II Family Court Commissioner, Probate/Juvenile & Clerk of Circuit Courts

MOTION: To approve bills, vouchers and line item transfers for Circuit Court Branch I & II Family Court Commissioner, Probate/Juvenile & Clerk of Circuit Courts (Holewinski/Ives, PASSED).

Sheriff's Office/Emergency Management

Vacancy Review for Correction Officer

A Corrections Officer accepted a position with the Buildings & Grounds Department, creating a vacancy.

There were discussions regarding open positions in Corrections, Dispatch and Patrol Divisions.

MOTION: To approve the Vacancy Review for Correction Officer and forward onto Labor Relations/Employee Services Committee (Holewinski/Fried, PASSED).

Long Range Plan

The Long Range Plan, Exhibit #2 was presented.

There was discussion regarding improving communications between county departments when working on projects. The Chief Deputy explained and updated the Committee on the Video Conferencing Project and equipment and, identified departments that are involved with the project.

The Committee requested a tour of the Law Enforcement Center to gain better understanding of equipment, vehicles, etc. and recommended scheduling a future meeting at the Law Enforcement Center.

During discussions involving Forensic Lab operations and project details, a Committee member asked if the Sheriff's Office has their own IT Staff. The Chief Deputy explained one IT person is dedicated to the Sheriff's Office and two other IT staff personnel assist. The Committee addressed demand of IT Technology, additional IT personnel and security issues. A Committee member stated the Sheriff's Office may need one more full time IT person and suggested indicating the need on the Long Range Plan.

There were discussions regarding projects listed on plan earmarked as Phase 3 Radio Projects, i.e. Far Scan System for E911 Center and, Capital Improvement Projects. A

Committee member suggested specifying Phase 3 Radio Project &/or Capital Improvement Project on the Long Range Plan.

There were discussions regarding the following; charging a percentage of the cost to update the County's Dispatch Center, selling County owned cell tower space to private sector, dead communication spots in the County, Dive Team revenues offsetting budget costs, armored vehicle information, swapping squad equipment into new vehicles to reduce costs, Jail capacity and housing State inmates.

MOTION: To approve the Long Range Plan for the Sheriff's Office as presented and amended as discussed (Fried/Holewinski, PASSED).

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

MOTION: To approve bills, vouchers, line item transfers and blanket purchase orders for Sheriff's Office (Holewinski/Fried, PASSED).

Medical Examiner

Vilas County Service Discussions

The Vilas County Board of Supervisors voted not to pursue the topic further.

Committee Member Ives left the meeting at 11:05 a.m. to attend another meeting.

Potential Vehicle Purchase from Sheriff's Office

The Medical Examiner (ME) and the Sheriff have discussed sale of the current Prisoner Transport Van. The van would be used to transport deceased when an autopsy is needed, etc. The van will be stored at a central location and can be used by both the ME and the Sheriff's Office when needed. Transportation Plan Options, Exhibit #3 was addressed.

The ME addressed funeral homes survey response regarding transportation assistance. Monies and budget were discussed.

The ME indicated once the Sheriff's Office receives the new replacement vehicle, the ME will take ownership of the van.

MOTION: To approve purchase of the Sheriff's Office Prisoner Transport Van for \$3,000 as presented (Holewinski/Fried).

Discussion on motion:

Deputy Medical Examiner's would receive their per diem wage for transports.

MOTION: To approve purchase of the Sheriff's Office Prisoner Transport Van for \$3,000 as presented (Holewinski/Fried, PASSED).

Long Range Plan

The Long Range Plan, Exhibit #4 was presented with the following changes; Expansion of Services and Regionalization, Policies and Procedures and, Coverage with Billable Services.

The ME informed the Committee he is going through the accreditation process for the office.

MOTION: To approve the Long Range Plan for the Medical Examiner as presented (Holewinski/Fried, PASSED).

Bills, vouchers and line item transfers for Medical Examiner

MOTION: To approve bills, vouchers and line item transfers for Medical Examiner (Holewinski/Timmons, PASSED).

PUBLIC COMMENTS

No public comment was given.

ITEMS FOR FUTURE AGENDAS

Schedule a future meeting at the Sheriff's Office and conduct a facility/Jail tour. Update on Video Conferencing Project and Transportation of Prisoners.

ADJOURN

11:25 a.m. MOTION: To adjourn the meeting (Holewinski/Fried, PASSED).

Mike Timmons, Chairman

Dawn Robinson, Committee Secretary

Bob Metropulos, Vice-Chairman