

The Public Safety Committee met in Room 240 at the Justice Center.

Present: Supervisors Szatkowski, Niehaus, Slater, Walker, and Meyer. Staff: County Administrator Meaux, Sheriff Straub, Captains Johnson and Guss, Clerk of Courts M. Mueller, District Attorney Gerol, and County Clerk Winkelhorst.

Absent: Supervisor Curtis

Call to Order/Proper Notice/Adoption of Agenda: Meeting called to order by Chairperson Szatkowski at 8:30AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Meyer, seconded by Supervisor Slater to adopt the agenda as presented. All members present voting aye. Motion carried. (5-0)

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the October 13 Meeting: Motion made by Supervisor Walker, seconded by Supervisor Niehaus to approve the October 13 minutes as submitted. All members present voting aye. Motion carried. (5-0).

Clerk of Courts:

Discussion Item:

Recruitment of Successor Circuit Court Commissioner: Ms. Mueller reviewed the recruitment process for the Circuit Court Commissioner. There were 16 candidates to date, with the deadline for applicants on December 15. It is expected that interviews will begin on December 22. Ms. Mueller requested that one or two members of this committee participate in the interview process. Chairperson Szatkowski and Supervisor Meyer volunteered to participate.

Management/Financial Report: Chairperson Szatkowski requested an update on the status of the revenue compared to budget. Ms. Mueller stated that intergovernmental revenue of \$24,000 will not be received due to State aid reduction of 10% for the July payment. It is expected that revenues were overstated and will not be in line with budget in any categories. However, expenses have been kept down. Anticipated revenues have been adjusted in the 2012 budget. Supervisor Meyer inquired as to the reason for the reduction in public charges. Ms. Mueller stated the reduction is due to less tickets and a decrease in case filings.

Ms. Mueller has retained the services of a collection agency along with the collection clerk in-house that will begin in January. This agency will provide a lower rate and has better services to offer. Supervisor Meyer commented that in a meeting with the judiciary, one of the concepts discussed was that the Circuit Court Commissioner position would take on some of the collection responsibilities. This would be in an effort to increase revenue with less expenditure by reducing paying a flat fee for collection agencies. Ms. Mueller further noted that the current agency that is being used charges 19% however, the new agency has a 15% charge. The agency will be working on the tougher accounts to collect. After a presentation by this agency it was also determined that there were additional mechanisms that could be put in place in-house to assist in the collection process. Chairperson Szatkowski further added that the Court Commissioner will take on this responsibility going forward but the collection agency will assist with those in arrears.

Mr. Gerol reviewed the initiatives that are being discussed to maximize the County resources at the Justice Center to bring in additional revenues.

Coroner:

Management/Financial Report: The report was included in the packet. There were no further questions.

District Attorney:

Management/Financial Report: Mr. Gerol provided information on unpaid obligations in the District Attorney's office. Mr. Gerol would like to see the new Circuit Court Commissioner position scrutinize the unpaid civil obligations in the same manner that the unpaid victim obligations are scrutinized.

Financial reports included in the packet. There were no further questions.

Sheriff's Department:

Management/Financial Reports:

Sheriff's Report: Discussion on boarding revenue and the adjustments that have occurred within the jail. Sheriff Straub also reviewed his plan for adjusting the structure within the department that will be cost neutral, providing greater flexibility and efficiency.

Chairperson Szatkowski congratulated Sheriff Straub and his staff on the successful jail inspection report.

Management/Financial Reports: Reports included in the packet. There were no further questions.

Training and Conference Reports: Motion made by Supervisor Walker, seconded by Supervisor Meyer to approve the conference report for October. All members present voting aye. Motion carried. (5-0)

Emergency Management Director's Report: Included in reports. There were no further questions.

Motion made by Supervisor Niehaus, seconded by Supervisor Meyer to enter into closed session pursuant to section 19.85(1)(c) of the WI State Statutes. Roll call vote was taken. All members present voting aye. Motion carried. (5-0)

CLOSED SESSION –Pursuant to Section 19.85(1)(c) of the Wisconsin Statutes for the Purpose of Conducting Promotional Interviews for the Position of Captain: Entered into closed session at 9:32AM. Present: Szatkowski, Niehaus, Walker, Slater, Meyer, Johnson, Straub, and Guss.

Motion made by Supervisor Meyer, seconded by Supervisor Niehaus, to reconvene into open session. All members present voting aye. Motion carried. (5-0)

OPEN SESSION: Entered into open session at 11:01AM. Present: Szatkowski, Niehaus, Walker, Slater, Meyer, Johnson, Straub and Guss.

Action Item:

Certify Eligibility List for Promotion to the Position of Captain: Lieutenants McCormick, Galbraith, Sauer, and Taylor appeared before the committee and all were certified to be promoted to Captain.

Motion made by Supervisor Walker, seconded by Supervisor Niehaus to approve certification of the eligibility list for promotion to the position of Captain. All members present voting aye. Motion carried. (5-0)

Next Meeting Date: Thursday, January 12, 2012, at 8:30AM

Adjournment: Motion made by Supervisor Walker seconded by Supervisor Niehaus to adjourn. All members present voting aye. Motion carried. (5-0)

Meeting adjourned at 11:03AM

Julianne B. Winkelhorst, County Clerk