

Port Washington, WI  
February 15, 2011

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

Present: Supervisors Nelson, Walker, Buntrock, and Szatkowski. Staff: County Administrator Meaux, Emergency Management Director Owen, Captains Guss and Johnson, Sheriff Straub, Clerk of Courts Mueller, and County Clerk Winkelhorst.

Others Present: Bill Schanen, Ozaukee Press

Absent: Supervisor Winker

Call to Order/Proper Notice/Adoption of Agenda: Meeting called to order by Chairperson Nelson at 8:00AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Szatkowski, seconded by Supervisor Buntrock to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: Supervisor Szatkowski commented on the Open House for the Jail Literacy Program that she attended and the Generous Juror Program Kickoff that was also held.

Approve Minutes from the December 14 Meeting: Motion made by Supervisor Szatkowski, seconded by Supervisor Walker to approve the December 14 minutes as submitted. All members present voting aye. Motion carried. (4-0).

Chairperson Nelson requested to defer the discussion item on EMS until later in the agenda. There were no objections

Discussion Items:

“Canceled” Public Safety Committee Meetings: Chairperson Nelson reviewed meetings that have been cancelled over the last year. Supervisor Buntrock commented that he feels that it is important for meetings to occur once per month so that the public has an opportunity to come in and offer comments if needed unless there are absolutely no agenda items.

Due to a scheduling issue the April 19 meeting will be moved to Tuesday, April 12.

8:10AM District Attorney Gerol and Office Services Supervisor Marx joined the meeting.

Chairperson Nelson requested to move ahead in the agenda. There were no objections.

District Attorney:

Action Item:

Review/Approve Request to Fill Paralegal Position, OPEIU, 18.75 hrs, Paygrade 7: Mr. Gerol explained the job duties of the paralegal that provide additional time to the District Attorney and Assistant District Attorney’s work production of criminal cases. This position is cost effective and assists the attorneys in office efficiency. The past several paralegals have also been attorneys and in this role were able to assist with the heavy court calendars.

Motion made by Supervisor Walker, seconded by Supervisor Szatkowski to approve the request to fill the Paralegal position, OPEIU, 18.75 hrs weekly, paygrade 7. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for final approval.

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

Chairperson Nelson reverted back to the order of the agenda.

Clerk of Courts:

Action Items:

Review/Approve Clerk of Courts Department Reorganization:

Request to Fill Register In Probate Position, OPEIU, 40 hrs, Paygrade 8 as a Deputy Register in Probate, Non-Rep, 40 hrs, Paygrade 105:

Request to Fill Two Part-time Judicial Clerk I Positions, OPEIU, 20 hrs, Paygrade 7: Ms. Mueller reviewed the organization chart for the department. The request is to change the title of the Register in Probate position to Deputy Register in Probate and to change the position from OPEIU Paygrade 8 to non-representative Paygrade 105. Ms. Mueller will be assuming some of the responsibilities of the Register in Probate. There is the Administrative Support Supervisor position that was created from monies from the previous Clerk of Juvenile Court (which she assumed some of these duties as well) and Court Operations Supervisor position. Ms. Mueller will be coming back to committee to request to fill this position at a later date. Also, today is the request to fill two part-time Judicial Clerk I positions. All positions are budgeted. Ms. Mueller is further requesting that she be given the ability to post and fill any Clerk of Courts positions that become vacant upon the completion of the hiring process for the Deputy Register in Probate and two Judicial Clerk I positions.

Mr. Meaux stated that he has reviewed as well as the Human Resources Director and is recommending approval. These positions are included in the budget.

Motion made by Supervisor Walker, seconded by Supervisor Buntrock to approve the requests to change the Register in Probate to Deputy Register in Probate and to fill the Deputy Register in Probate position, non-rep, 40 hours weekly, Paygrade 105, to fill two part-time Judicial Clerk I, OPEIU, 20 hours weekly, Paygrade 7 and to authorize the Clerk of Courts to fill any positions that become vacant upon completion of the hiring process for these three positions. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for final approval.

Review/Approve Carryover of 2010 Funds: Ms. Mueller stated that the request for carryover of funds in the amount of \$6,000 is for outside printing and for files that were ordered in September for December delivery but didn't arrive until January.

Motion made by Supervisor Szatkowski, seconded by Supervisor Buntrock to approve the carryover request in the amount of \$6,000. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

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

Coroner:

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

Sheriff's Department:

Action Items:

Review/Approve Budget Amendment Requests:

Office of Justice Assistance (OJA) Grant #8669 for Port Washington Fire Department Radio Replacement: This is an OJA pass through grant from the State through the County to the City of Port Washington Fire Department in the amount of \$6,180 for replacement of two radios on their emergency response vehicles. A 20% match is required and will be provided by the City of Port Washington.

Motion made by Supervisor Szatkowski, seconded by Supervisor Buntrock to approve the acceptance of the OJA Grant #8669 in the amount of \$6,180. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

Emergency Management Hazardous Material Emergency Program (HMEP) 2011 Grants for HAZMAT Preparedness: Mr. Owen explained the three parts to this grant 1) for “oil boom use and deployment” training in the amount of \$1,725, 2) for a hazmat team “metering and chemical profiling” course in the amount of \$1,750, and 3) a regional hazardous material commodity flow study (highway and rail) in the amount of \$48,853. This is a regional project that will impact Ozaukee, Washington, Sheboygan, and Milwaukee County to study chemicals that travel through these counties. The grants are budget neutral with no in-kind match required.

Chairperson Nelson thought that this study was done in the last couple of years and suggested that Mr. Owen look into that as this study then may only need to be updated.

Motion made by Supervisor Walker, seconded by Supervisor Szatkowski to approve the acceptance of the HMEP 2011 grants for HAZMAT preparedness for a total amount of \$52,328 with the understanding that the Emergency Management Director investigate as to whether the study needs to be done or just updated. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

8:30AM City of Port Washington Fire Chief Mark Mitchell and Business Manager Nelson joined the meeting.

2010 Awarded & Approved Grants that are Still in Progress: These items are all related to grants that have been awarded and approved in 2010, but are still in progress. This includes 1) Citizen Reporting ProPhoenix Grant - \$24,500, 2) 2009-2010 Port Security exercise program - \$17,920, 3) 09 UASI SWAT (SRT) vehicle - \$24,700, 4) 09 UASI EOC upgrades - \$6,400, 5) HS Urban Area Security Initiative M&A Grants 2009 - \$5,000, 6) Milwaukee Sub grant – Port Security Training Exercise - \$9,994, and 7) Two Milwaukee Sub grants – Port Security equipment - \$9,000.

Motion made by Supervisor Szatkowski, seconded by Supervisor Walker to approve the increase in revenue amendment for the total amount of \$97,514. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

Review/Approve Carryover of 2010 Funds: The amounts being requested are for items purchased, projects in progress, or expenditures in 2010 but will not be received or completed until 2011. This includes 1) Justice Center video conferencing project - \$125,864, 2 & 3) ProPhoenix TIPPS court interface development - \$10,000 & \$15,000, 4) ammunition & firearms training equipment - \$900, 5) Titan Public Safety TIPPs interface development - \$5,000, and 6 & 7) remanufactured governor for rescue boat - \$2,000 & \$1,500.

Motion made by Supervisor Szatkowski, seconded by Supervisor Buntrock to approve the carryover of 2010 fund requests for a total amount of \$160,264. All members present voting aye. Motion carried. (4-0) This will move forward to the Administrative Committee for approval.

Chairperson Nelson referred back to the EMS discussion item.

Discussion Items (cont):

Update on Emergency Medical Services (EMS) Initiative in Ozaukee County: Mr. Mitchell provided a background on the EMS services in Ozaukee County over the past 10 years. An EMS council has been established to include both hospitals and all the EMS agencies. The State mandates that every County have one person that sits as the Medical Director. There have been two meetings to date and an organizational statement has been established. Chairperson

Nelson inquired as to whether someone from the County should be a member of the Council. Mr. Mitchell stated that they are just organizing and it is flexible so someone could be on from the County. Each municipality has been asked to adopt a resolution recognizing the EMS Advisory Board. The Paramedic Program that the City of Port Washington is working on becoming a part of was reviewed. Currently the only municipality that has paramedics is the Village of Thiensville.

Chairperson Nelson reverted back to the order of the agenda.

Review/Approve Replacement Vehicle Bids for Five Squad Cars & One Cargo Van: There were four bids that were received by the 5:00pm deadline. Those were the following:

<b>Vendor</b>	<b>Marked Squads (4)</b>	<b>Unmarked Squad (1)</b>	<b>Cargo Van (1)</b>
Ewald Hartford	\$21,785 (Ford)	\$21,785 (Ford)	\$22,337 (Ford)
Schmit Bros	\$22,896.48 (Ford)	\$22,896.48 (Ford)	\$22,980.22 (Ford)
Ewald Oconomowoc	\$24,372 (Dodge)	\$24,372 (Dodge)	None
Ewald Oconomowoc	\$26,195 (Chevrolet)	\$26,195 (Chevrolet)	\$25,221 (Chevrolet)

Another bid was received from Schmit Bros after the deadline for an amount of \$21,696.48. Due to an error in their bidding they submitted another bid. Discussion on whether this bid should be accepted.

9:00AM Corporation Counsel Kenealy joined the meeting.

It was determined that the bidding was closed and that there was no ambiguity in any of the documents that were prepared therefore, it was the responsibility of Schmit Bros to have submitted the bid timely. Therefore, the committee will reject this late bid.

Motion made by Supervisor Walker, seconded by Supervisor Szatkowski to approve the bids from Ewald Hartford for \$21,785 each for four (4) marked squads, \$21,785 for one (1) unmarked squad, and \$22,337 for one (1) cargo van. All members present voting aye. Motion carried. (4-0)

Management/Financial/Reports:

Sheriff's Report: Sheriff Straub reported that the process has begun for creating an eligibility list for hiring. Also the initiative to create an Honor Guard for the department has begun. Jack Janik, Flag Day Foundation Chairman and owner of Neuens Lumber in Fredonia will donate the flags, holders, etc.

Sheriff Straub explained that through the Urban Area Security Initiative (UASI) he was advised that this year the department would receive a BearCat armored personnel carrier. He doesn't support the need for Ozaukee County to have one alone but was approached by Washington County and would support it if it was a shared vehicle. So the paperwork process has begun for a joint allocation.

Captain Guss provided an update on the recent snowstorm and further information will be coming regarding the County's need to adopt the State smoking ordinance.

Caption Johnson provided an update on ProPhoenix explaining that work is continuing with the municipalities in isolating their IP addresses and working on testing the data conversion.

Management/Financial Reports: Capt. Johnson reviewed the financial statements. The Department of Corrections will be reducing the amount of inmates that are put in local jails. Ozaukee County currently contracts for 30. In another related issue, the County is negotiating with the U.S. Marshals Service to increase the per day fee.

Training and Conference Report: Reports for December 2010 and January 2011 were submitted and approved.

Emergency Management Director's Report: Mr. Owen stated that the State is evaluating if they will be applying for federal disaster assistance from the recent snowstorm. If they do it doesn't look like Ozaukee County would qualify as there wasn't a record snowfall here. He will still be submitting the Uniform Disaster Situation Report to demonstrate that we did suffer loss in Ozaukee County and just in case any consideration could be given.

Captain Guss commented that the Port Security Exercise will be held on May 19. In April there will be a training situation in Madison with all the command vehicles of the State to talk about interoperability and have training exercises.

Next Meeting Date: Tuesday, March 15, 2011 at 8:00AM

Adjournment: Motion made by Supervisor Walker, seconded by Supervisor Szatkowski to adjourn. All members present voting aye. Motion carried. (4-0)

Meeting adjourned at 9:50AM

*Julianne B. Winkelhorst, County Clerk*