

Port Washington, WI  
July 14, 2011

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

Present: Supervisors Szatkowski, Niehaus, Walker, Slater, and Curtis (8:31am). Staff: County Administrator Meaux, Emergency Management Director Owen, Sheriff Straub, District Attorney Gerol, Human Resources Director Dzwinel, Captains Johnson and Guss, and Clerk of Courts Mueller.

Absent: Supervisor Meyer

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 Mr. Dzwinel. Motion made by Supervisor Niehaus, seconded by Supervisor Slater to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

8:31AM Supervisor Curtis in attendance.

Public Comments/Correspondence, Communications: Discussion on the problem that occurred with the City of Port Washington sirens. The county was not involved directly as this was a city issue.

Approve Minutes from April 26, May 12, June 1 and 29 Meetings: Motion made by Supervisor Walker, seconded by Supervisor Slater to approve the April 26, May 12, June 1 and 29 minutes as submitted. All members present voting aye. Motion carried. (5-0).

Clerk of Courts:

Action Items:

Review/Approve Adjustment of Juror Fees: Ms. Mueller presented the research she had done on the juror fees and a survey of all the counties. It appears that the fees haven't been reviewed for 10 years and the research didn't indicate how the current rate was set. In the survey of all the counties, it was noted that there is a trend among the counties to review and reduce the juror fees. Supervisor Szatkowski commented that she requested Ms. Mueller to review the fees as Ozaukee County seems to be higher than other counties. The survey does in fact show that only one other county paid \$50 per day.

Supervisor Curtis wondered if a lower amount would impact the juror pool. Supervisor Niehaus inquired as to how much is budgeted per year. Ms. Mueller stated that it depends on the year, but the average is \$5,000. However last year, the amount was approximately \$12,000 which exceeded the budgeted amount.

Mr. Gerol commented that it is his impression that most people don't want the responsibility of serving on a jury and don't want to miss work. The majority of people are not aware of the compensation and the response from the Generous Juror Program has been positive, so it isn't the money that attracts someone to serve.

Supervisor Niehaus commented that the fees don't seem to be unreasonable. Chairperson Szatkowski further commented that she also wanted to look at this for any possible savings to the county as part of the budget process; however, she supports the Generous Juror Program. If the fees remain intact this could benefit the program, whereas reducing the fees could have a negative impact as the jurors may not be so inclined to support the program.

Motion made by Supervisor Slater, seconded by Supervisor Niehaus to table adjustment of the juror fees. All members present voting aye. Motion carried. (5-0)

Review/Approve Request to Fill Administrative Support Supervisor, Non-Rep, Pay Grade 105, 40 hrs wkly Position: Ms. Mueller stated that this is the last key management position that

needs to be filled. Ms. Mueller delayed filling the position during the last five months to determine if the need exists. During that time Ms. Mueller and the Chief Deputy Clerk of Courts have assumed these duties as well as their own. It became clear that the position required a staff person with the understanding and ability to do complex fiscal duties. This position, in cooperation with the collections staff person, will ensure that the fiscal matters within the department are handled. This was approved and budgeted for in the 2011 budget. Chairperson Szatkowski applauded Ms. Mueller's efforts to see if the position was necessary.

Motion made by Supervisor Walker, seconded by Supervisor Niehaus to approve the request to fill the Administrative Support Supervisor, Non-Rep, pay grade 105, 40 hrs wkly position. All members present voting aye. Motion carried. (5-0) This will move forward to the Finance Committee for final approval.

Management/Financial Report: Ms. Mueller commented that the revenues appear lower in June reports however; the State support payment was received in July and will be reflected on the July financial statement. Once the previous position is filled, that person will be actively pursuing the outstanding revenues.

Coroner:

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

District Attorney:

Management/Financial Report: Mr. Gerol stated that the person that was hired for the Paralegal position is a retired Assistant District Attorney and is working out very well.

The DA ProPhoenix module is anticipated to be in place in about a month. This will overlap with the rollout of a new version, from the State, of the District Attorney PROTECT Case Management System. This will help in becoming more paperless, reports easily accessible electronically, and could create a slight revenue stream for billing of hard copies for those attorneys that don't want electronic reports.

Currently, the department is working on an initiative to deal with the outstanding warrants. There are 300-400 outstanding criminal warrants. These are cases that initiated on a warrant or have failed to appear in court. Most counties don't act unless there is law enforcement contact or the person dies. Mr. Gerol is using a law enforcement intern from the City of Mequon that is working to clear these warrants. Discussion on the hierarchy of the warrants.

9:00AM County Clerk Winkelhorst joined the meeting.

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

Sheriff's Department:

CLOSED SESSION –Pursuant to Section 19.85 (1)(b) of the WI State Statute: Personnel Discipline: Entered into closed session at 9:00AM. Present: Szatkowski, Walker, Slater, Niehaus, Curtis, Meaux, Straub, Guss, Dzwinel, Owen, Johnson, and Winkelhorst.

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

OPEN SESSION: Entered into open session at 9:04AM. Present: Szatkowski, Walker, Slater, Niehaus, Curtis, Meaux, Straub, Guss, Dzwinel, Owen, Johnson, and Winkelhorst.

Action Items:

Approval of Disciplinary Action: Motion made by Supervisor Niehaus, seconded by Supervisor Slater to approve the Sheriff's recommendation regarding disciplinary action. All members present voting aye. Motion carried. (5-0)

Review/Approve Budget Amendment – WI Office of Justice Assistance Pass through Grant #9133- Patient Tracking System Cedarburg Fire Department: Mr. Owen explained that this is a pass through grant to the City of Cedarburg Fire Department in the amount of \$5,000. This will assist the Cedarburg Fire Department in a pilot program for electronic mass casualty patient tracking system. There is no cash or in-kind match. Ozaukee County will receive \$250 to administer the grant.

Motion made by Supervisor Slater, seconded by Supervisor Curtis to approve acceptance of WI Office of Justice Assistance Grant #9133 in the amount of \$5,000. All members present voting aye. Motion carried. (5-0) This will move forward to the Finance Committee for approval.

Review/Approve Budget Amendment – WI Department of Military Affairs-Division of Emergency Management 2011 Grant – Hazard Mitigation Plan Update: Mr. Owen explained that the funds from this grant will be used to hire a contractor to update the County Hazard Mitigation Plan. The Plan is required to be updated every five years. The amount of the grant is \$32,800 with a local match of 12.5% required. The vast majority of the match is in-kind award of time and effort spent. The most the County will pay in cash is \$200. The State highly recommended hiring a contractor to perform this service based on the amount of plans that are rejected by the Federal Emergency Management Agency (FEMA) if taken on at the local level.

Motion made by Supervisor Walker, seconded by Supervisor Niehaus to approve acceptance of the WI Department of Military Affairs-Division of Emergency Management Grant in the amount of \$32,800. All members present voting aye. Motion carried. (5-0) This will move forward to the Finance Committee for approval.

Review/Approve Ozaukee County Smoking Ordinance: Capt. Guss explained that this ordinance would provide a means to enforce the recently enacted WI State Statute 101.123 banning smoking in certain places. Issuing county ordinance citations for minor offenses is a more cost effective approach than requesting charges through the District Attorney's office. Corporation Counsel has reviewed.

Capt. Guss is requesting approval of the ordinance and for the committee to establish the forfeiture for the offense. His recommendation is to stay in line with other tobacco citations which including deposit, penalty assessment and other costs is \$169.

Motion made by Supervisor Niehaus, seconded by Supervisor Slater to approve the County Smoking Ordinance and the staff recommended forfeiture total of \$169. All members present voting aye. Motion carried. (5-0) This will move forward to County Board for final approval.

Capt. Guss provided an update on new laws with regards to K2 (fake marijuana) and carrying concealed weapons.

#### Discussion Item:

ProPhoenix Multi-Jurisdictional Public Safety Software: Capt. Johnson presented a brief overview to the committee on the ProPhoenix Multi-Jurisdictional Public Safety Software project which included what it is, how it works, its uses and why the County purchased this software. Discussion and questions followed.

#### Management/Financial Reports:

Sheriff's Report: Sheriff Straub stated that there currently are three vacancies and he is hoping to start the process soon on finding replacements. Historically, the Public Safety Committee sat in on all interviews, but then a couple of years ago the committee at that time recommended that the Sheriff assemble a panel to conduct the interviews. The committee would then certify a list that the Sheriff compiled to remain in compliance with statutes and ordinances. Chairperson Szatkowski commented that in her opinion the process should continue as is, with the Sheriff conducting the interviews and bringing a list forward for approval. The committee was in agreement to continue with the same process.

Management/Financial Reports: Sheriff Straub commented that due to loss of funds at the Federal level, the effect is filtering down to the United States Marshall Service. Transport dollars has been affected the most and due to that, Chicago has filtered their inmates elsewhere, which concerns the county as the loss of inmates affects boarding revenue. The Sheriff continues to work with the US Marshall Service in Milwaukee to try to obtain more inmates but it is very competitive with other counties. Discussion on process of boarding inmates.

Captain Johnson also reminded the committee that at the last meeting he reported the reduction of State prisoners. Some of those losses were recouped through the US Marshall Service so that will be impacted as well.

Training and Conference Reports: Reports were submitted and approved.

CLOSED SESSION –Pursuant to Sections 19.82 (1) and 19.85 (1)(e) of the Wisconsin State Statutes regarding Collective Bargaining: The committee determined a closed session was not needed at this time.

Next Meeting Date: Thursday, August 11, 2011 at 8:30AM

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

Meeting adjourned at 10:25AM

*Jason Dzwinel, Human Resources Director*

*Julianne B. Winkelhorst, County Clerk*