

1 **PUBLIC SAFETY COMMITTEE**

2
3 Sheriff's Department
4 West Bend, WI

August 6, 2007
8:30 a.m.

5
6 Present: Daniel Goetz, Joseph Gonnering, Gerald Schulz, and James Schwartz. Excused: Philip
7 Laubenheimer.

8
9 Also present: Sheriff Dale Schmidt, Captain Steve Gonwa, Corrections Administrator Shirley Miller,
10 Medical Examiner Kelly McAndrews, Chair Thomas Sackett, Human Resources Director Peter German,
11 County Clerk Brenda Jaszewski, and County Board Administrative Assistant Linda Doro.

12
13 Chairman Schwartz called the meeting to order and read the Affidavit of Posting.

14
15 **MINUTES**

16 Moved by Mr. Gonnering, seconded by Mr. Schulz to approve the July 2, 2007, minutes as presented.
17 Motion carried.

18
19 **UNCLAIMED BODY/BURIAL EXPENSE APPROVAL**

20 Ms. McAndrews requested approval to bury an unclaimed body, at a cost of approximately \$1,000. This
21 is required of the County by State Statutes 979.09. Ms. McAndrews reported she attempted to obtain
22 burial assistance through Title 19; however, this person does not qualify due to having too many assets.
23 The County Attorney is prepared to go through Probate Court attempting to obtain this person's assets to
24 offset the County costs. Moved by Mr. Gonnering, seconded by Mr. Goetz to authorize the Medical
25 Examiner to proceed with the burial of the unclaimed body at a cost of approximately \$1,000. Motion
26 carried.

27
28 **MEDICAL EXAMINER OVERTIME**

29 Ms. McAndrews discussed a memo from Administrative Coordinator Doug Johnson recommending that
30 the overtime status of the Medical Examiner and Chief Assistant Medical Examiner be changed effective
31 January 1, 2008, to the classification of having the option of earning straight time overtime or
32 accumulating straight compensatory time off subject to designated maximums. The Committee has
33 concerns with Mr. Johnson's recommendation regarding allowing a department head to authorize their
34 own overtime and recommends studying the feasibility of reclassifying the position. Moved by
35 Mr. Goetz, seconded by Mr. Gonnering to refer the Medical Examiner position back to Carlson for further
36 evaluation of reclassification. Motion carried. Moved by Mr. Goetz, seconded by Mr. Gonnering to
37 approve the change in overtime status of the Chief Assistant Medical Examiner effective January 1, 2008,
38 to the classification of having the option of earning straight time overtime or accumulating straight
39 compensatory time off subject to the designated maximums. Motion carried.

40
41 **DISCUSSION AND RECOMMENDATION OF SHERIFF'S FEE SCHEDULE**

42 Sheriff Schmidt presented a proposed fees schedule for 2008. The Committee requested the Sheriff meet
43 with the Municipal Court Committee to discuss the Municipal Holds fee increase. Sheriff Schmidt
44 reported the Alarm Registration ordinance needs to be updated before those specific fees can be
45 increased.

46
47 **PROPOSED CHANGES TO ADMINISTRATIVE STAFFING PLAN**

48 Sheriff Schmidt presented the proposed ordinance for the Sheriff's Department, which would eliminate a
49 part-time Account Clerk pay grade H-4, change from 4 to 5 full-time Deputy Sheriff Lieutenants pay
50 grade "C", eliminate a full-time Office Manager Pay grade E-4, and change from 1 to 2 Records
51 Assistants pay grade H-5. Sheriff Schmidt reported he will offer the current office manager the Records

1 Assistant position at a rate of \$22.08 per hour frozen until this pay rate catches up to the Records
2 Assistant pay scale. Moved by Mr. Goetz, seconded by Mr. Gonnering to approve the proposed ordinance
3 to amend Section 7.02 of the code relating to the Sheriff's Department as presented, and forward to the
4 County Board. Motion carried with Mr. Schulz abstaining.
5

6 **JAIL POPULATION REPORT**

7 Corrections Administrator Miller reported today there are 181 adults, 22 of them are females, 92 are
8 secured custody, 89 are Huber, and 8 adults on electronic monitoring. Today there are 7 juveniles, 1 from
9 Dodge, 1 from Jefferson, 2 from Ozaukee, and 3 from Washington County.
10

11 **SHERIFF'S DEPARTMENT STAFFING REPORT**

12 Sheriff Schmidt reported there are two Corrections and two Deputy vacancies. Sheriff Schmidt reported
13 Deputy Eric Beine has completed his military duty and will be back to work on October 2, 2007.
14

15 **FATALITY REPORT**

16 Sheriff Schmidt reported there were two fatalities from one accident in July, which brings the fatality total
17 to seven for 2007.
18

19 **SHERIFF'S REPORT ON STAFFING ACTIVITIES**

20 Sheriff Schmidt reported that Dispatch phone calls doubled in July. Sheriff Schmidt presented an
21 incident report from County Fair week. Sheriff Schmidt reported the Department has put in
22 approximately 207 hours, paid \$9,700 in wages and purchased two radars from the OWI Enforcement
23 grant. Sheriff Schmidt reported the TAD Grant has saved 2,713 jail bed days since January 1, 2007.
24

25 **COURTHOUSE SECURITY**

26 Sheriff Schmidt reported for the month of July, there were 5,989 visitors to the Justice Center.
27

28 **NEXT MEETING DATE**

29 The Public Safety Committee will meet on Thursday, August 23, and if necessary, Friday, August 24,
30 2007, at 8:30 a.m. in the Sheriff's Department Conference Room for 2008 budget reviews.
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32 **ADJOURNMENT**

33 Moved by Mr. Goetz, seconded by Mr. Schulz to adjourn at 10:02 a.m. Motion carried.
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Brenda J. Jaszewski, County Clerk