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**WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE**

Sheriff's Department
West Bend, WI

February 11, 2013
8:30 a.m.

Present: Joseph Gonnering, Philip Laubenheimer, Dennis Myers, Gerald Schulz, and Thomas Niebler.

Also present: Sheriff Dale Schmidt, Administrative Coordinator Doug Johnson, Captain Steve Gonwa, Captain Shirley Miller, Clerk of Circuit Court Theresa Russell, County Board Chairperson Herbert Tennes, Emergency Management Coordinator Rob Schmid, Lieutenant Bruce Theusch, Chief Deputy Medical Examiner Craig Garbisch, Purchasing Agent Bill Kurer, Purchasing Buyer Roy Hartmann, and Chief Deputy County Clerk Linda Doro.

Chairperson Gonnering called the meeting to order at 8:30 a.m. and read the Affidavit of Posting.

DISTRICT ATTORNEY - 2012 TRANSFER REQUEST

Appearance: District Attorney Mark Bensen, Victim Witness Coordinator Ali Krueger, and Office Supervisor Jane Koepke

Moved by Mr. Myers, seconded by Mr. Niebler to approve the transfer of up to \$7,000 from the 2012 District Attorney Health Insurance account to the 2012 Victim Witness Health Insurance account. Motion carried.

EVIDENCE/STORAGE BUILDING PROJECT UPDATE

Appearance: County Engineer/Surveyor Scott Schmidt

Mr. Schmidt reviewed the project costs noting that currently, there is \$14,343.11 remaining in contingency, and total encumbered funds to date are \$776,675.78. This total includes change orders

Mr. Schmidt reported a site inspection and punch list walk through was conducted on January 21, 2013. That punch list ended up revealing 84 items that need to be completed with respect to the building and an additional 12 to 15 exterior items that need to be completed in spring. As of today, 40 of the 84 punch list items have been completed. Mr. Schmidt reported Washington County took occupancy of the building on January 31, 2013.

Mr. Schmidt distributed a letter from Cardinal Construction dated February 8, 2013, that confirms Cardinal will remove and replace the two areas of concrete on the impound lot that are defective. One area is approximately 8' x 25' by the northwest service door stoop, and the second area is 7.5' wide along 75' of the construction joint at the east end of the impound lot. This work will be performed in the spring of 2013, at no cost to Washington County.

Mr. Schmidt distributed letters from Sure-Fire Inc. and Gillitzer Electric Services, Inc. responding to the County's concern regarding the applications not being submitted in time to WE Energies for gas and electric services, which caused the County to pay winter rates for the installation of those services to the building. Mr. Schmidt reported, after further investigation of the subcontractors' timeline for submitting the applications and WE Energies' timeline for approving both applications, it would be difficult to prove that the County would not have been

1 charged winter rates, if the applications were submitted to WE Energies by September 13, 2013.
 2 After further discussion, it was the Committee's consensus not to pursue reimbursement for the
 3 winter rates. Mr. Schmidt reported Mr. Craig Eide, of Foundation Architects, has agreed to
 4 credit the County \$2,500 of the \$3,096 for the interior sanitary catch basin.

5
 6 Mr. Schmidt presented options and preliminary costs for both the internal permanent fencing and
 7 portable fencing units. Bids will be solicited for both types of fencing and brought back to the
 8 Committee for consideration.

9 10 **MINUTES**

11 Moved by Mr. Myers, seconded by Mr. Schulz to approve the minutes of January 7, and 21,
 12 2013, as presented. Motion carried.

13 14 **REQUEST TO NON-LAPSE EMERGENCY MANAGEMENT 2012 FUNDS TO 2013**

15 Moved by Mr. Myers, seconded by Mr. Schulz to approve the non-lapse of the 2012 Emergency
 16 Management accounts listed below to 2013. Motion carried.

17 18 **NON-LAPSE TO 2013**

19 <u>Account Name</u>	<u>Amount</u>
20 Dom. Prep - UASI S/N Shelter	36,726.97
21 Dom. Prep - UASI Citizen Corp	25,233.62
22 Dom. Prep - UASI Intel & Info	34,666.87
23 Dom. Prep - Vol. Mgmt. Pilot	4,045.50
24 Dom. Prep - UASI M & A	5,000
25 Dom. Prep - UASI S/N Shelter Revenue	-36,726.97
26 Dom. Prep - UASI Citizen Corp Revenue	-25,233.62
27 Dom. Prep - UASI Intel & Info Revenue	-34,666.87
28 Dom. Prep - Vol. Mgmt. Pilot Revenue	-4,045.50
29 Dom. Prep - UASI M & A Revenue	-5,000.00
30 Total of Department's Non-Lapses	\$0

31 32 **VIDEO CONFERENCING UPDATE**

33 Ms. Russell distributed a handout for 2012 Video Conference hearings. Total estimated savings
 34 for year 2013 is \$2,272.

35 36 **LEGAL PUBLICATION CONTRACT UPDATE**

37 Ms. Russell reported the Clerk of Courts and County Attorney will renew the contract they share
 38 for online research services and printed legal publications. Both departments have drastically
 39 reduced costs for legal publications using this online service.

40 41 **MEDICAL EXAMINER'S OFFICE REPORTS**

42 Staffing Update

43 Mr. Garbisch reported there is one vacant position and two new deputies that are in the process
 44 of being trained. Upon completion of their training, the Medical Examiner will fill the vacant
 45 position.

1 Morgue Use for a Procurement Site

2 Mr. Garbisch reported on the request the Medical Examiner received from a donor network
3 service to use the Washington County morgue for a procurement site.

4
5 Feedback from Neighboring Medical Examiners

6 Mr. Garbisch reported the Medical Examiner has been in contact with the Medical Examiners
7 from Dodge, Fond du Lac and Waukesha counties.

8
9 Statistics Update

10 Mr. Garbisch reviewed the caseloads from January through December for the years 2010, 2011,
11 and 2012. The total case load is up from 770 in 2011 to 909 in 2012.

12
13 Clarification on Reporting of Death Procedures

14 Mr. Garbisch presented a death investigation report and the key findings in cases investigated by
15 the Washington County Medical Examiner office in 2012.

16
17 **RMS PROJECT UPDATE**

18 Captain Gonwa reported the go "live" date for the Pro-Phoenix project is tomorrow. Captain
19 Gonwa discussed his concerns with Pro Phoenix regarding the data conversion and the additional
20 charge of \$10,000 for an interface that should have been part of the Pro Phoenix software the
21 County purchased. Captain Gonwa will be meeting with the owners of ProPhoenix to discuss
22 these two issues. Captain Gonwa reported there are still three payments pending to ProPhoenix
23 that Washington County can use as leverage to resolve these issues.

24
25 **SHERIFF DEPARTMENT - 2012 TRANSFER REQUEST**

26 Moved by Mr. Myers, seconded by Mr. Niebler to approve the 2012 transfers between the
27 Sheriff's Department budget centers in the total amount of \$16,497.44. Motion carried.

28
29 Moved by Mr. Myers, seconded by Mr. Laubenheimer to approve the non-lapse of the 2012
30 Sheriff's accounts listed below to 2013. Motion carried.

31
32 **NON-LAPSE TO 2013**

33 Account Name

	<u>Amount</u>
34 Radio System - Radio Tower Rent	298,385.94
35 Dare - Donations/Fundraiser	2,460.19
36 Patrol - Donations-Defibrillator	700.00
37 Patrol - Donations-Dive	2,863.99
38 Community Relations - Shop with a Cop	3,743.99
39 Capital Projects - Evidence Storage	Balance
40 Capital Projects - Outlay	Balance
41 Patrol-Highway Safety Speed Grant Revenue 10/1/12-9/30/13	-29,563.36
42 Patrol-Highway Safety OWI Grant Revenue 10/1/12-9/30/13	-29,617.12
43 Patrol-Highway Safety Speed Grant 10/1/12-9/30/13	29,563.36
44 Patrol-Highway Safety OWI Grant 10/1/12-9/30/13	29,617.12
45 Jail Assessment Expense	6,870.00
46 Total of Department's Non-Lapses	\$433,385.07

1 **OUTLAY JAIL ASSESSMENT-AUDIO/VISUAL HARD DRIVE REPLACEMENT**
2 **APPROVAL**

3 Moved by Mr. Schulz, seconded by Mr. Myers to approve the use of \$8,527.83 of Jail
4 Assessment funds to purchase DVR Hard Drive replacements for the Jail Video Surveillance
5 System, and forward to the Finance Committee. Motion carried.

6
7 The meeting recessed at 10:12 a.m. and reconvened at 10:17 a.m.

8
9 **RADIO SYSTEM TOWER SITE BATTERY REPLACEMENTS AND TOWER**
10 **REVENUE**

11 Captain Gonwa reported Tower revenue will be used to replace all the batteries in the UPS units
12 at the tower sites due to the batteries expiring. It was initially thought that the batteries installed
13 in 2009 had a five year expiration date but it was determined that the batteries only have a three
14 year expiration date. It will cost approximately \$39,000 to replace all the tower site batteries.
15 The Slinger and Wayne tower sites are experiencing failures and their batteries will need to be
16 replaced immediately. The Committee requested staff look into purchasing longer life batteries
17 for the UPS units.

18
19 **DISCUSSION ON JAIL POPULATION**

20 Sheriff Schmidt expressed his concerns with the increasing jail population and discussed ways of
21 keeping the jail population under control and manageable for staff.

22
23 **SHERIFF'S REPORTS**

24 Staffing

25 Sheriff Schmidt reported Communications and Administration are at full staff. Corrections and
26 Patrol have three vacancies each and the Department is process of conducting background
27 checks on the candidates.

28
29 Jail Population

30 For the month of January, the average daily adult inmate population was 233.26, the Huber daily
31 average was 116, the electronic monitoring daily average was 6.87, and the juvenile daily
32 average was 7.80, with 5.60 of those being borders. For the month of January, there were 365
33 bookings.

34
35 Courthouse Security

36 For the month of January, there were 4,865 visitors to the Justice Center.

37
38 Communications

39 For the month of January, Dispatch received 1,398 wireless calls, 243 landline calls, and 3,263
40 administrative calls.

41
42 Fatalities

43 For the month of January, there were three fatalities.

44
45 Transport Summary

46 Sheriff Schmidt reported the average transport cost per inmate was \$121.74 for the year 2012
47 utilizing mostly Wisconsin Lock and Load as compared to \$175.97 in 2011 utilizing Washington
48 County deputies.

1 Overtime

2 Sheriff Schmidt reported the 2012 overtime budget came in \$68,361.14 under budget, due to
3 additional revenues received that offset the overtime budget.

4

5 **NEXT TENTATIVE MEETING DATE**

6 The Public Safety Committee will tentatively meet on Monday, March 4, 2013, at 8:30 a.m.

7

8 **ADJOURNMENT**

9 Moved by Mr. Laubenheimer, seconded by Mr. Schulz to adjourn the meeting at 11:15 a.m.

10 Motion carried.

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Brenda J. Jaszewski County Clerk