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**WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE**

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Sheriff's Department
West Bend, WI

February 13, 2012
8:30 a.m.

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Present: Brian Bausch, Joseph Gonnering, Philip Laubenheimer, Dennis Myers, and Gerald Schulz.

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Also present: Sheriff Dale Schmidt, Captain Steve Gonwa, Captain Shirley Miller, Chairperson Herb Tennes, Clerk of Circuit Court Theresa Russell, Deputy Finance Director Paul Labonte, Emergency Management Coordinator Rob Schmid, Medical Examiner Bob Posont, Supervisor Peter Sorce, and County Clerk Administrative Assistant Linda Doro.

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

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MINUTES

Moved by Mr. Laubenheimer, seconded by Mr. Bausch to approve the January 9, and 23, 2012, minutes as presented. Motion carried.

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EVIDENCE/STORAGE BUILDING PROJECT

Appearance: County Engineer Scott Schmidt

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Mr. Schmidt reported on the progress of the hill removal and presented three draft conceptual plans for the construction of the evidence/storage building project. The Committee presented their comments and requested that the plans include a poured wall around the inside of the building. Mr. Schmidt reported detailed plans and costs will be available at the March 5, 2012, Public Safety Committee meeting.

CLERK OF COURTS VIDEO CONFERENCING UPDATE

Ms. Russell distributed a handout for 2012 Video Conference hearings. Total estimated savings for year 2012 is \$5,324.80.

CLERK OF COURTS BUDGET UPDATE

Ms. Russell reported it appears the Clerk of Courts' budget is on track for 2011, but the department is still receiving invoices from the court-appointed attorneys, guardian ad litem, and psychological expenses.

CLERK OF COURTS STAFFING UPDATE

Ms. Russell reported the department is currently at full staff and a fourth of the Clerk of Courts staff is learning new duties, due to the three retirements that took place last month.

CLERK OF COURTS - 2011 TRANSFER REQUEST

Moved by Mr. Myers, seconded by Mr. Bausch to approve the 2011 transfers between the Clerk of Courts Department budget centers in the total amount of \$55,950.16. Motion carried.

EMERGENCY MANAGEMENT - 2011 NON-LAPSE REQUEST

Moved by Mr. Myers, seconded by Mr. Schulz to approve the non-lapse of the 2011 Emergency Management accounts listed below to 2012. Motion carried.

NON-LAPSE TO 2012

<u>Account Name</u>	<u>Amount</u>
Dom. Prep. - UASI S/N Shelter	100,000.00
Dom. Prep. - Citizens Corps.	47,506.47
Dom. Prep. - UASI CBRNE, NIM	15,000.00
Dom. Prep. - UASI Intel & Info.	45,000.00
Dom. Prep. - Vol. Mgmt. Pilot	39,235.76
Dom. Prep. - UASI Command Post	8,330.88
Dom. Prep. - UASI M&A	5,000.00
Dom. Prep. - UASI S/N Shelter Revenue	100,000.00
Dom. Prep. - Citizen Corps Revenue	47,506.47
Dom. Prep. - UASI CBRNE, NIM Revenue	15,000.00
Dom. Prep. - UASI Intel & Info Revenue	45,000.00
Dom. Prep. - Vol. Mgmt. Pilot Revenue	39,235.76
Dom. Prep. - UASI Comm. Post Revenue	8,330.88
Dom. Prep. - UASI M&A Revenue	<u>5,000.00</u>
Total of Department's Non-Lapses	\$520,146.22

MEDICAL EXAMINER OFFICE UPDATE

Mr. Posont reported on the issues he is addressing in the Medical Examiner's office. Specifically, he is working with the Waukesha County Medical Examiner to complete 115 final protocols of Washington County autopsies, working on the proposed agreement between Waukesha County and Washington County to provide Medical Examiner forensic pathologist services, and addressing information systems needs within the department.

MEDICAL EXAMINER - 2011 NON-LAPSE REQUEST

Moved by Mr. Myers, seconded by Mr. Bausch to approve non-lapsing the balances of the 2011 IS account and Telephone account in the Medical Examiner budget to 2012. Motion carried.

RECORDS MANAGEMENT SYSTEM PROJECT

Captain Gonwa reported staff had an initial meeting in February with Pro-Phoenix and met all the principals who will be involved in the project. IS and GIS will be assisting with the implementation of this project, and as of today, the software has been installed on the county servers. The first payment of \$110,314.80 was submitted, and the second payment of approximately \$275,787.00 will be due shortly after the installation of the software.

SHERIFF TRANSFERS AND NON-LAPSE REQUESTS

Moved by Mr. Myers, seconded by Mr. Schulz to approve the 2011 transfers between the Sheriff's Department budget centers in the total amount of \$137,992.48. Motion carried.

Moved by Mr. Myers, seconded by Mr. Laubenheimer to approve the non-lapse of the 2011 Sheriff's accounts listed below to 2012. Motion carried.

NON-LAPSE TO 2012

<u>Account Name</u>	<u>Amount</u>
Capital Projects - Outlay	Balance
Capital Projects - Evidence Storage	Balance
Capital Projects - Radio	Balance
Administration - Other Operating Supplies	401.00
Community Relations - Other Expenses	691.00

1	Community Relations – Shop with a Cop	3,228.96
2	DARE Donations/Fund Raiser	924.71
3	Radio Project (Tower Rent)	290,259.49
4	Patrol-Defibrillator Donations	400.00
5	Patrol-Dive Team Donations	2,373.99
6	Special Forces-Other Purchased Services	<u>4,865.76</u>
7	Total of Department's Non-Lapses	\$303,144.91

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9 TRANSFER 2012 PATROL SUPPLY TO 2012 OUTLAY

10 Sheriff Schmidt requested approval to transfer funds from the 2012 Special Forces – Other
11 Purchased Services account to the 2012 Special Forces - Outlay account to purchase Interview
12 Room Audio/Visual Recording equipment. Moved by Mr. Myers, seconded by Mr. Bausch to
13 approve the transfer of \$4,865.76 from the 2012 Special Forces - Other Purchased Services
14 account to the 2012 Special Forces - Outlay account to purchase Interview Audio/Visual
15 Recording equipment. Motion carried.

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17 Captain Gonwa requested approval to transfer approximately \$1,720 from the 2012 Patrol -
18 Other Equipment account to the 2012 Patrol - Outlay account to purchase a Dive Communication
19 Line and a Dive Light, and transfer approximately \$650 from the 2012 Investigation - Other
20 Operations account to the 2012 Investigation - Outlay account to purchase an Electrostatic Dust
21 Printer. Moved by Mr. Myers, seconded by Mr. Laubenheimer to approve the transfer of
22 approximately \$1,720 from the 2012 Patrol - Other Equipment account to 2012 Patrol - Outlay
23 account, and approximately \$650 from the 2012 Investigation-Other Operations account to 2012
24 Investigation - Outlay account to purchase a Dive Communication Light, Dive Light, and
25 Electrostatic Dust Printer. Motion carried.

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27 OUT OF STATE TRAINING REQUEST - ACCIDENT RECONSTRUCTION**28 TRAINING**

29 Moved by Mr. Laubenheimer, seconded by Mr. Bausch to authorize one Deputy to attend
30 Applied Physics for the Traffic Crash Investigator training June 4 - 8, 2012, in Scottsdale,
31 Arizona, at a cost of approximately \$2,000, which includes a car rental. Motion carried.

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33 SHERIFF'S REPORTS34 Staffing

35 Sheriff Schmidt reported there is one vacancy in each of the Corrections, Communications and
36 Patrol divisions. The Administration/Front office is currently at full staff.

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38 Jail Population

39 Sheriff Schmidt reported for the month of January, the average daily adult inmate population was
40 259.81, the Huber daily average was 127, the electronic monitoring daily average was 6.97, and
41 the juvenile daily average was 10.97, with 8.35 of those being borders.

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43 Courthouse Security

44 For the month of January, there were 5,214 visitors to the Justice Center.

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46 Communications

47 For the month of January, Dispatch received 1,712 wireless 911 calls, 290 landline 911 calls, and
48 3,079 administrative calls.

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1 Fatalities

2 There were no fatalities in January 2012.

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4 Transport Summary

5 Sheriff Schmidt reported for the month of January 2012, the transportation cost per inmate
6 through the contracted transport service was \$139.29, compared to \$175.97 in 2011 when inmate
7 transports were conducted by Sheriff Deputies.

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9 Budget

10 Sheriff Schmidt reported on a pending worker's compensation decision that could impact the
11 Sheriff's Department Worker's Compensation rate for 2012.

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13 **NEXT MEETING DATES**

14 The Public Safety Committee will tentatively meet on Monday, March 5, 2012, at 8:30 a.m.

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16 **ADJOURNMENT**

17 Moved by Mr. Laubenheimer, seconded by Mr. Schulz to adjourn the meeting at 10:40 a.m.
18 Motion carried.

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Brenda J. Jaszewski, County Clerk