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**WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE**

Sheriff's Department
West Bend, WI

March 4, 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, Emergency Management Coordinator Rob Schmid, 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.

EVIDENCE/STORAGE BUILDING PROJECT UPDATE

Appearance: County Engineer/Surveyor Scott Schmidt

Mr. Schmidt reviewed the project costs noting that currently, there is \$13,994.97 remaining in contingency, and total encumbered funds to date are \$776,415.64. This total includes change orders.

Mr. Schmidt presented the bid results for the Vehicle Maintenance Storage facility storage room shelving and secured wire partitions. For the secure wire partitions, there was a base bid and two alternates. The base bid included 8' high powder coated WireCrafter partitions and a 7' high WireCrafter gate. Alternate bid #1 included 6' high chainlink fencing & WireCrafter gate. Alternate bid #2 included 8' high chainlink fencing and WireCrafter gate.

Mr. Schmidt stated he is recommending the rejection of the low bid by Warehouse Equipment because they did not recognize Addendum No. 1, did not provide the bid on the bid pages provided in Addendum No. 1, and did not bid the labor at the prevailing wage rate requirement for this project.

Moved by Mr. Myers, seconded by Mr. Laubenheimer to award the Vehicle/Evidence Storage Shelving bid and Vehicle/Evidence Storage area fencing & gate Alternate Bid #1 to Patriot Fence in the amount of \$7,280. Motion carried.

Mr. Schmidt reported the bids for the portable fencing will be brought to the Committee for consideration at the April meeting.

MINUTES

Moved by Mr. Laubenheimer, seconded by Mr. Myers to approve the minutes of February 11, 2013, as presented. Motion carried.

VIDEO CONFERENCING UPDATE

Ms. Russell distributed a handout for 2013 Video Conference hearings. Total estimated savings for year 2013 is \$5,558.40.

1 UPDATE RE: 2012 BUDGET

2 Ms. Russell reported the Clerk of Courts department will be returning money to the General
3 Fund and she will have a final number to report to the Committee at the next meeting.
4

5 UPDATE RE: CLERK OF JUVENILE COURT

6 Ms. Russell reported on February 19, 2013, she was appointed by the Judges to be the Clerk of
7 Juvenile Court. This is a temporary appointment, which will be reevaluated after six months.
8 Ms. Russell reported if she continues in the capacity as Clerk of Juvenile Court, it will save the
9 County approximately \$10,000.
10

11 UPDATE RE: DIGITAL IMAGING PROJECT

12 Ms. Russell reported the project is behind schedule due to the need to purchase a computer
13 compatible for the digital imaging system.
14

15 MEDICAL EXAMINER'S OFFICE REPORTS16 Case/Workload Summary

17 Mr. Garbisch reported as of February 28, 2013, the total caseload is 182.
18

19 Waukesha County Autopsy Count Update

20 Mr. Garbisch reported as of today, the Medical Examiner's office is awaiting 12 autopsy
21 protocols for 2013 and there are eight autopsy protocols outstanding for 2012.
22

23 Morgue Use for a Procurement Site

24 Mr. Garbisch reported the Medical Examiner's office meet with another donor network who is
25 interested in using Washington County's morgue as a procurement site and the County Attorney
26 is presently reviewing the contract.
27

28 Unclaimed Body in Morgue

29 Mr. Garbisch reported there is one unclaimed body at the Washington County morgue. There is
30 no family and the estate is in probate. The attorney for the estate has been informed that fees
31 will be incurred while the body remains in the Washington County morgue.
32

33 RMS PROJECT UPDATE

34 Captain Gonwa reported ProPhoenix went live on February 12, 2013. There have been some
35 issues with the system freezing and ProPhoenix has diagnosed the software issue and they will
36 be monitoring the system for the next few months to assure that this issue is resolved. Captain
37 Gonwa reported today and tomorrow three staff members will receive training on special
38 software used to create custom reports.
39

40 OUT OF STATE TRAVEL - HARRIS CONFERENCE

41 Moved by Mr. Myers, seconded by Mr. Schulz to approve the out-of-state travel for Radio
42 Systems Administrator John Schrader from April 27, 2013 to May 2, 2013 for the International
43 Harris Corporation Users Group conference in San Antonio, Texas at a cost not to exceed
44 \$2,400, including car rental. Motion carried.
45

46 SHERIFF'S REPORTS47 Staffing

48 Sheriff Schmidt reported Communications and Administration are at full staff. In the
49 Corrections division, there are three correction officer vacancies and one sergeant vacancy.

1 Background checks for the correction officer positions are being conducted and the sergeant
2 opening has been posted internally by the Human Resources Department. For the Patrol division,
3 there are three deputy vacancies and there will be one lieutenant vacancy in April. Background
4 checks for the deputy positions are being conducted.

5
6 Jail Population

7 For the month of February, the average daily adult inmate population was 235.21, the Huber
8 daily average was 126, the electronic monitoring daily average was 7.57, and the juvenile daily
9 average was 7, with 4.75 of those being borders. For the month of February, there were 391
10 adult jail bookings.

11
12 Courthouse Security

13 For the month of February, there were 4,306 visitors to the Justice Center.

14
15 Fatalities

16 For the month of February there were no fatalities, for a total of three fatalities in 2013.

17
18 Canine Activity

19 Sheriff Schmidt presented a Canine Activity report for February 2013. There were 14 total
20 deployments and six K9 alerts. The Canine Division was invited to Slinger Elementary School to
21 give a presentation to over 400 students and teachers, and conducted school searches at Badger
22 Middle School in West Bend and Erin School in the Town of Erin.

23
24 Patrol

25 Sheriff Schmidt reported since the Sandy Hook shooting incident, Washington County deputies
26 are visiting the elementary schools once a day as part of their daily assigned duties.

27
28 Budget

29 Sheriff Schmidt reported Radio Systems Administrator John Schrader negotiated a discount of
30 approximately \$5,000 by purchasing all the batteries for the UPS units in all the tower sites.
31 Sheriff Schmidt also reported these UPS units require a specific battery that only has a life
32 expectancy of three years.

33
34 Overtime

35 The year-to-date overtime report was presented and Sheriff Schmidt reported that through the
36 February 20, 2013, payroll period, a total of approximately 12.46 % of the overtime budget has
37 been used.

38
39 **NEXT TENTATIVE MEETING DATE**

40 The Public Safety Committee will tentatively meet on Monday, April 1, 2013, at 8:30 a.m.

41
42 **ADJOURNMENT**

43 Moved by Mr. Laubenheimer, seconded by Mr. Schulz to adjourn the meeting at 10:27 a.m.
44 Motion carried.