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**WASHINGTON COUNTY  
PUBLIC SAFETY COMMITTEE**

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Sheriff's Department  
West Bend, WI

June 3, 2013  
8:30 a.m.

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

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Also present: Sheriff Dale Schmidt, Administrative Coordinator Doug Johnson, Court Specialist Caroline Schraufnagel, County Board Chairperson Herbert Tennies, Chief Deputy Medical Examiner Craig Garbisch, and Chief Deputy County Clerk 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**

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Moved by Mr. Schulz, seconded by Mr. Laubenheimer to approve the minutes of May 6, 2013, as presented. Motion carried.

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**VIDEO CONFERENCING UPDATE**

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Ms. Schraufnagel distributed a handout for 2013 Video Conference hearings. Total estimated savings for year 2013 is \$19,443.20.

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**EVIDENCE/STORAGE BUILDING PROJECT UPDATE**

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*Appearance: County Engineer/Surveyor Scott Schmidt and Purchasing Manager Bill Kurer.*  
Mr. Schmidt reported on the punch list items that have been completed. The appropriate paperwork, warranties, and owner's manuals were received two weeks ago and are waiting to be reviewed by Foundation Architect. The architect may also do a final walk-through in the building on Thursday. Mr. Schmidt reviewed the project costs noting that currently, total encumbered funds to date are \$776,708.82, which includes the contingency fund, and all change orders.

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**MEDICAL EXAMINER'S OFFICE REPORTS**

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Case/Workload Summary

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Mr. Garbisch reported as of June 4, 2013, the total caseload is 426.

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Staffing Update

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Mr. Garbisch presented an updated office roster for the Medical Examiner's office, which shows three deputy vacancies. Mr. Garbisch introduced Emily Kudek who is working as an intern in the Medical Examiner's office this summer.

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Transport Fee Update

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Mr. Garbisch reported as of June 4, 2013, the Medical Examiner's office has received \$3,675 of the \$6,300 transport fees that have been invoiced. The County Attorney has provided three options regarding invoicing delinquent transport fees. The first option is to create an ordinance regarding the transport fees, the second option is to send a collection letter through the County

1 Attorney's office, and the third option is to create a policy that transport fees must be paid  
2 upfront or the body will not be allowed to be picked up from the Washington County and  
3 Waukesha County morgues. Mr. Garbisch reported it is Medical Examiner's recommendation to  
4 proceed with option 2. The Committee concurred with the Medical Examiner's recommendation  
5 of implementing option 2.

#### 6 7 Waukesha County Autopsy Count Update

8 Mr. Garbisch reported as of today, the Medical Examiner's office is awaiting 11 autopsy  
9 protocols for 2013.

#### 10 11 Full-Time Versus Part-Time Update

12 Mr. Garbisch distributed a handout listing the Medical Examiner's office staffing concerns and  
13 cost comparison between adding a full-time position versus a permanent part-time position.

#### 14 15 **MORGUE CONTRACT**

16 Mr. Garbisch reported the contract is still being reviewed by the County Attorney. Mr.  
17 Gonnering expressed his concerns regarding the Washington County morgue being used as tissue  
18 procurement site. Mr. Garbisch will bring these concerns to the Medical Examiner's attention  
19 and have him report back to the Committee.

#### 20 21 **RMS PROJECT UPDATE**

22 Sheriff Schmidt reported staff is converting data from the old system to the new system and Pro  
23 Phoenix did agreed not to charge the additional \$10,000 for the software interface that should  
24 have been part of the Pro Phoenix software the County purchased.

#### 25 26 **DISCUSSION ON ALARM ORDINANCE**

27 Sheriff Schmidt's recommendation is to repeal the alarm ordinance at the end of the year.

#### 28 29 **FEDERAL SURPLUS ARMORED VEHICLE - DISCUSSION AND APPROVAL**

30 Sheriff Schmidt reported the U.S. Military is offering federal surplus armored vehicles to  
31 Counties. The vehicle would be free; however, the County would be responsible for the cost of  
32 procuring the vehicle and maintenance of the vehicle, which could be very costly to the County.  
33 Sheriff Schmidt stated he would rather purchase a vehicle with specifications to meet the  
34 County's needs through the use of available Capital Improvement funds. It would cost  
35 approximately \$300,000 to purchase a civilian armored vehicle. Sheriff Schmidt reported  
36 Milwaukee, Waukesha, and Fond du Lac Sheriff departments all have armored vehicles and they  
37 have pledged to respond here if we need them to, with a crew to drive the vehicle.

#### 38 39 **SHERIFF'S REPORTS**

##### 40 Staffing

41 Sheriff Schmidt reported Administration and Corrections are at full staff. In Communications,  
42 there are two officer vacancies and there will be a sergeant vacancy as of July 1. For Patrol,  
43 there are two deputies in field training and one offer was made to a candidate.

##### 44 45 Jail Population

1 For the month of May, the average daily adult inmate population was 263.90, the Huber daily  
2 average was 134.00, the electronic monitoring daily average was 10.77, and the juvenile daily  
3 average was 11.58, with 8.90 of those being borders. For the month of May, there were 388  
4 adult jail bookings and 49 juvenile jail bookings.

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6 Fatalities

7 For the month of May there were no fatalities, for a total of four fatalities in 2013.

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9 Overtime

10 The year-to-date overtime report was presented and Sheriff Schmidt reported that through the  
11 May 15, 2013, payroll period, a total of 47.34% of the overtime budget has been used.

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13 **NEXT TENTATIVE MEETING DATE**

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

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16 **ADJOURNMENT**

17 Moved by Mr. Laubenheimer, seconded by Mr. Myers to adjourn the meeting at 9:45 a.m.

18 Motion carried.

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Brenda J. Jaszewski County Clerk