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**WASHINGTON COUNTY
PUBLIC SAFETY COMMITTEE**

Sheriff's Department
West Bend, WI

August 5, 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, Court Specialist Caroline Schraufnagel, Emergency Management Coordinator Rob Schmid, Medical Examiner Bob Posont, Chief Medical Examiner Craig Garbisch, Purchasing Manager Bill Kurer, Supervisor Peter Sorce 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 and Purchasing Manager Bill Kurer.

Mr. Schmidt reported the building and all work associated with the building is now complete.

Mr. Schmidt reviewed the project costs noting that currently, total encumbered funds to date are \$777,445, which includes the contingency fund, and all change orders.

MINUTES

Moved by Mr. Laubenheimer, seconded by Mr. Myers to approve the minutes of July 1, 2013, as presented. Motion carried.

VIDEO CONFERENCING UPDATE

Ms. Schraufnagel distributed a handout for 2013 Video Conference hearings. Total estimated savings for year 2013 is \$34,572.00.

MICROFICHE PROJECT UPDATE

Ms. Schraufnagel reported the project was delayed approximately six months because the department needed to work with the IS department on the contract and the equipment. As a result, there will be \$10,000 available at year end for this project, therefore, Ms. Russell will be submitting a request to non-lapse these funds to 2014 to allow for staff time to complete the project.

MEDICAL EXAMINER'S OFFICE REPORTS

Case/Workload Summary

Mr. Posont reported as of today, the total caseload is 567.

Staffing Update

Mr. Posont reported two deputy medical examiners were hired, and there is one vacancy.

Morgue Use Update

Mr. Posont reported the morgue use contract is being reviewed by the County Attorney.

1 Waukesha County Autopsy Count Update

2 Mr. Posont reported as of today, the Medical Examiner's office is awaiting 14 autopsy protocols
3 for 2013.

4
5 Unclaimed Decedent Update

6 Mr. Posont reported currently, there are no unclaimed decedents in the morgue. However, the
7 department did have to take emergency action to have three decedents cremated at the County's
8 expense. The department is trying to obtain federal burial assistance for two of the decedents.
9 The third decedent had available funds and the department has a court date next week to recoup
10 the cremation fees.

11
12 Funeral Home Meeting Recap re: Billing for Transports

13 Mr. Gonnering reported on the meeting he and Mr. Posont had with the Washington County
14 Funeral Directors.

15
16 **RMS UPDATE**

17 Captain Gonwa reported a milestone payment was made to ProPhoenix because they completed
18 the different interfaces that connect all the software vendors together, and one more milestone
19 payment will be due to ProPhoenix when they complete the data conversion process.

20
21 **2014 BUDGET DISCUSSION**

22 Vehicle Replacement Plan

23 Captain Gonwa reported starting in 2015 model year, the Chevy Impala, which is front wheel
24 drive vehicle, is being discontinued. Chevy is replacing the Impala with a Caprice police
25 package in rear wheel drive only. Ford has discontinued the Crown Victoria in a police package.
26 Ford is replacing the Crown Victoria with the Interceptor police package in front or AWD, sedan
27 or SUV built on a Taurus frame. Captain Gonwa reported a Committee has been formed and
28 assigned to investigate the department's fleet options. Their initial consensus is to purchase the
29 Interceptor, which provides a front wheel or AWD vehicle.

30
31 It is estimated that an Interceptor sedan will cost an additional \$5,200 to \$6,000 per squad and
32 the Interceptor SUV will cost an additional \$5,300 to \$5,500 per squad. On average, 9 to 11
33 squads are purchased annually. Depending on the sedan versus the SUV and retrofit options
34 available to the department, the additional squad costs in 2015 will range from \$46,800 to
35 \$66,000. The Vehicle Maintenance Supplies account will have to be increased significantly to
36 support the conversion to the Interceptor. The Vehicle Maintenance Supplies account budget is
37 \$15,000 annually, but is estimated to increase up to \$35,000 depending on the models and parts.
38 Outlay will also increase significantly to support the increase in the base price.

39
40 Jail Projects

41 Sheriff Schmidt reported, as part of the 2014 budget, he will be proposing to purchased software
42 upgrades to security controls in the jail to be compatible with Windows 7, using Jail Assessment
43 funds.

44
45 Staffing

46 Sheriff Schmidt presented a proposal to add nine (9) Correction Officer positions, three positions
47 to each shift. The current workload and jail population requires the necessity to add these nine
48 positions. Also, adding these positions would reduce overtime costs.

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1 Other

2 No report.

3
4 **FINGERPRINT EQUIPMENT PURCHASE-JAIL ASSESSMENT FUNDS**

5 Moved by Mr. Laubenheimer, seconded by Mr. Myers to approve the purchase of a replacement
6 fingerprint scanner for the Jail, in the amount of \$10,790.00, using Jail Assessment funds, and
7 forward to the Finance Committee. Motion carried.

8
9 Moved by Mr. Myers, seconded by Mr. Laubenheimer to approve the purchase of a fingerprint
10 identification system for the Jail, in the amount of \$1,885.00, using Jail Assessment funds, and
11 forward to the Finance Committee. Motion carried.

12
13 **DRIVER PRIVACY PROTECTION ACT REPORT**

14 Sheriff Schmidt reported that at the direction of the County Attorney, the Sheriff's office has
15 removed the public lobby terminal used to access accident reports. This is in response to a
16 decision issued by the Seventh Circuit Court of Appeals in *Seene v. Vil of Palatine*. The decision
17 held that under the provisions of the Driver's Privacy Protection Act (DPPA), personal
18 indentifying information derived from the Department of Motor Vehicles, including an
19 individual's date of birth, driver's license number, social security number, home address, home
20 telephone number, photograph, and medical or disability information is prohibited from public
21 disclosure unless one of the exceptions apply. In view of that, and in compliance with the
22 Seventh Circuit Court of Appeals decision and advice from the County Attorney, the Washington
23 County Sheriff's office can no longer make available accident reports that include personal
24 information prohibited from disclosure by the DPPA, unless an exception applies.

25
26 **CURRENT COMMAND WORKLOAD REPORT**

27 Sheriff Schmidt reviewed the workload schedule of the Command staff through 2014.

28
29 **SHERIFF'S REPORTS**

30 Staffing

31 Sheriff Schmidt reported in the Jail, most of the medical care is handled by two registered nurses
32 and a contracted doctor through Froedtert. Due to the jail population numbers and types of
33 inmates, their workload has increased significantly. For that reason, Sheriff Schmidt is
34 proposing to hire a special deputy registered nurse for 12 hours a week to cover weekends, at a
35 rate of \$26.20 per hour. The total wage and benefit cost for this position through the end of the
36 year is \$6,938.81 and would be covered by a vacant program assistant position. Sheriff Schmidt
37 reported by County code, this request does not require Committee action. The continuation of
38 the special deputy registered nurse position will be brought up for further discussion during the
39 2014 budget review.

40
41 Sheriff Schmidt reported Corrections is at full staff. In Communications, there is one vacancy
42 and background checks are in progress. There is also a supervisor vacancy as of July 1, 2013. In
43 Patrol, there are three deputies in field training, one deputy vacancy due to a resignation, and a
44 sergeant position to fill. In Administration, there is one vacancy.

45
46 Jail Population

47 For the month of June , the average daily adult inmate population was 250, the Huber daily
48 average was 127, the electronic monitoring daily average was 10.63, and the juvenile daily
49 average was 15.23, with 12.03 of those being borders. For the month of June, there were 353

1 adult jail bookings and 45 juvenile jail bookings. For the month of July, the average daily adult
2 inmate population was 257.29, the Huber daily average was 134, the electronic monitoring daily
3 average was 7.42, and the juvenile daily average was 8.71, with 6.42 of those being borders. For
4 the month of July, there were 387 adult jail bookings and 41 juvenile bookings.

5
6 Courthouse Security

7 For the month of June, there were 4,370 visitors to the Justice Center. For the month of July,
8 there were 5,073 visitors to the Justice Center.

9
10 Fatalities

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

12
13 Communications

14 For the month of June there were 1,795 wireless 911 calls, 229 landline 911 calls, and 4,069
15 administrative calls. For the month of July there were 1,765 wireless 911 calls, 220 landline 911
16 calls, and 4,365 administrative calls.

17
18 Patrol Workload

19 Sheriff Schmidt presented an exhaust violation report dated February 10, 2013 through June 30,
20 2013. In July, 119 transports were completed by Wisconsin Lock and Load, LLC. In July, eight
21 transports were completed by the Sheriff's office for a total wages and mileage cost of \$1,241.01.

22
23 Overtime

24 Sheriff Schmidt reported that through the July 24, 2013, payroll period, a total of 74.74% of the
25 overtime budget has been used.

26
27 **NEXT TENTATIVE MEETING DATE**

28 The Public Safety Committee will tentatively meet on Monday, August 26, 2013, at 8:30 a.m. for
29 budget reviews.

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31 **ADJOURNMENT**

32 Moved by Mr. Laubenheimer, seconded by Mr. Schulz to adjourn the meeting at 11:00 a.m.
33 Motion carried.

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Brenda J. Jaszewski County Clerk