

## **LAW ENFORCEMENT & JUDICIARY COMMITTEE**

**May 4, 2011**

**9:00 A.M.**

Chairman David O'Melia called the meeting to order at 9:02 a.m. in Committee Room #2, at the Oneida County Courthouse.

### **LAW ENFORCEMENT COMMITTEE MEMBERS PRESENT:**

Chairman David O'Melia, Vice Chairman Bob Metropulos, Member Billy Fried, and Member Paul Dean. Member Jack Young was excused.

**OTHERS PRESENT:** Recording Secretary Otona Lavender, Clerk of Court Brenda Behrle, Judicial Assistant for Branch I Kathy Belliveau, Judicial Assistant for Branch II Debra Shawl, Register and Probate Amy Franzen, Medical Examiner Tracy England, County Coordinator John Potters, Sheriff Jeff Hoffman.

Motion by Dean to approve the May 4, 2011, agenda as posted, second was offered by Metropulos, all ayes on voice vote; the motion carried 4-0.

Motion by Fried to approve the April 6, 2011, minutes as presented, second was offered by Metropulos, all ayes on voice vote; the motion carried 4-0.

### **MATTERS FOR DISCUSSION/ACTION:**

#### **Medical Examiner—Approval of RTI Tissue Agreement**

Tracy England, Medical Examiner, speaks on behalf of the RTI Tissue Agreement.

Motion by O'Melia to approve the RTI Tissue Agreement as requested, second was offered by Paul Dean, all ayes on voice vote; the motion carried 4-0.

#### **Clerk of Circuit Court – Evaluation of Department Head Programs**

Brenda Behrle, Clerk of Court, and John Potters, County Coordinator review the issue of efficiency teams and Evaluation of Department Head Programs to the Committee.

Discussions held regarding purpose of the evaluations. Potters notes that this is an educational tool to show Committees what programs are available and what offices provide the services.

Motion by Metropulos to accept the Program evaluation as presented, second offered by Fried, all ayes on voice vote; the motion carried 4-0.

#### **Branch I & Branch II – Evaluation of Department Head Programs**

Judicial Assistants, Kathy Belliveau and Debra Shawl reviewed the evaluation program pertaining to the offices of Judge O'Melia and Judge Mangerson.

Motion by Fried to approve the Branch I & Branch II program evaluation as presented, second offered by Dean, all ayes on voice vote; the motion carried 4-0.

**Register in Probate – Evaluation of Department Head Programs**

Amy Franzen, Register in Probate, presented an overview of the Department for the Committee and reviewed the Department evaluation.

Motion by O’Melia to approve the Register in Probate program evaluation as presented, second offered by Dean, all ayes on voice vote; the motion carried 4-0.

**AUDIT OF ALL LAW ENFORCEMENT DEPARTMENTS:**

Motion by O’Melia to approve bills, purchase orders, vouchers, and line item transfers, second offered by Dean, all ayes on voice vote; the motion carried 4-0.

**PUBLIC COMMENTS/DISCUSSIONS/COMMUNICATIONS:**

No public comments.

**DISCUSS TOPICS FOR THE NEXT AGENDA/SET DATE AND TIME OF NEXT MEETING:**

Discussion held regarding next meeting date. Special meeting time set for May 12, 2011 at 9 a.m. with the regular meeting set for June 1, 2011 at 9 a.m.

**ADJOURN:**

Motion by Metropulos, second by Fried to adjourn at 9:55 a.m. all ayes on voice vote; the motion carried 4-0.

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**COMMITTEE CHAIRMAN**

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**COMMITTEE SECRETARY**