

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
APRIL 30, 2014**

**COMMITTEE MEMBERS PRESENT:** Chairperson Mike Timmons, Bob Metropulos, Billy Fried, Scott Holewinski and Mitch Ives.

**OTHERS PRESENT:** Sheriff Hartman, Mike Fugle (Corporation Counsel), Larry Mathein (Medical Examiner), Denise Briggs (District Attorney), Amy Franzen (Register in Probate), Kathy Belliveau (Branch I), Deb Shawl (Branch II), Brenda Behrle (Clerk of Courts) and Dawn Robinson, Committee Secretary.

**CALL TO ORDER**

Chairman Timmons called the meeting to order at 9:30 a.m. at the Oneida County Courthouse, Committee Room #2, stated the meeting notice had been posted and mailed in accordance with the Wisconsin Open Meeting Law and noted accommodations would be made for handicap accessibility.

**INTRODUCTIONS**

Committee members introduced themselves. The Committee Chairman asked department heads/personnel present for agenda items to introduce themselves to the Committee when presenting bills or addressing agenda topics.

**ELECTION OF VICE CHAIRPERSON**

MOTION: Nominate Bob Metropulos for Vice Chairman (Holewinski/Fried, PASSED).

MOTION: To elect Bob Metropulos as Vice Chairperson of the Public Safety Committee (Holewinski/Fried, PASSED).

**APPROVE AGENDA**

MOTION: To approve the Agenda (Holewinski/Fried, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the March 12, 2014 Public Safety Committee Meeting Minutes (Fried/Metropulos, PASSED).

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for May 15, 2014 at 9:30 a.m.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS WITH NO AGENDA ITEMS**

Department Heads and/or personnel who are present for this agenda item introduced themselves to the Committee.

MOTION: To approve bills, vouchers and line item transfers for Public Safety Departments as presented (Fried/Holewinski, PASSED).

**DEPARTMENT ITEMS:**

## **Circuit Court Branch I/Circuit Court Branch II**

### *Law Clerk Contract*

This is an annual Law Clerk Contract that runs June to June. Contract approval is needed from the Public Safety Committee, as the Committee of Jurisdiction, and then the contract is forwarded onto the Labor Relations/Employee Services Department. The Law Clerk works for Vilas County 1/3 of the time and works for Oneida County 2/3 of the time. Vilas County reimburses Oneida County for their 1/3 share of the budget. Responsibilities/duties were explained.

MOTION: To approve the Law Clerk Contract (Metropulos/Ives, PASSED).

### *WI State Statute Chapter 51 Medical Examinations and Guardianships*

The Circuit Court Branch II Judicial Assistant explained the County has to pay for medical examinations on mental health commitments and guardianships and provided a recap of the agenda item that was discussed at a previous Public Safety Committee meeting.

The Judicial Assistant stated the last invoice listed numerous items that typically are not billed and reported there is no contract in place with Ministry. The Judicial Assistant indicated Ministry is restructuring their Accounting Department and at this time, Ministry is unable to meet with the County to discuss an annual contract until restructuring is completed.

There were discussions regarding a private billing party, cost of transports, coding system, different doctors billing for different costs, Chapter 51 does not cite how much the County has to pay and, billing and cost of psychological examinations.

A Committee member suggested checking with other counties regarding billing and expenses.

### *Bills, vouchers and line item transfers for Circuit Court Branch I/Circuit Court Branch II*

There were discussions regarding the Family Court Commissioner (FCC) bills and duties, added workload of the FCC Office on the Judicial Assistants (answering call and scheduling calendar) and updates to the Judicial Assistant's job duties/job description.

MOTION: To approve bills, vouchers and line item transfers for Circuit Court Branch I and Circuit Court Branch II as presented (Fried/Metropulos, PASSED).

## **Medical Examiner**

### *Forest County Service Contract Renewal*

The Medical Examiner's Office provides services to Forest County via contract. The Medical Examiner worked with Corporation Counsel reviewing the current contract, proposed some verbiage changes and changed the effective term of the contract to fit to fiscal year schedules. The new contract will expire December 31, 2015.

There were discussions regarding Forest County paying for their fair share of expenses, compensation and permit fees. The Medical Examiner provided an Intergovernmental

Agreement, Exhibit #1 and indicated the Finance Director was consulted during development of contracts and approved the terms.

MOTION: To approve the Forest County Service Contract as presented (Holewinski/Metropulos, PASSED).

The Medical Examiner explained department operations regarding call schedule and type of services that are provided (autopsies, cremations, etc.).

*Bills, vouchers and line item transfers for Medical Examiner*

MOTION: To approve bills, vouchers and line item transfers for Medical Examiner (Metropulos/Ives, PASSED).

**Sheriff's Office/Emergency Management**

*Oneida County Code Chapter 5 Updated Civil Service Rules and Regulations Resolution*

The Sheriff presented Oneida County Code Chapter 5 Civil Service Rules and Regulations Resolution, Exhibits #2 and #3. The Sheriff explained the review and update processes.

Minor changes were identified and suggested and, there was discussion regarding less restrictive residential living requirements.

MOTION: To approve Oneida County Code Chapter 5 Civil Service Rules and Regulations Resolution and forwarded as a consent agenda item (Holewinski/Metropulos, PASSED).

*Bills, vouchers and line item transfers for Sheriff's Office*

Medicare billing was discussed. The Sheriff's Office will contact Judicial Assistants to further discuss Medicare Billing Practices.

MOTION: To approve bills, vouchers and line item transfers for Sheriff's Office (Holewinski/Fried, PASSED).

**PUBLIC COMMENTS**

No public comment was given.

**ITEMS FOR FUTURE AGENDAS**

Ice Drags.

**ADJOURN**

**10:38 a.m.** MOTION: To adjourn the meeting (Metropulos/Holewinski, PASSED).

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Mike Timmons, Chairman

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Dawn Robinson, Committee Secretary