

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
FEBRUARY 24, 2015**

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

OTHERS PRESENT: Jonathan Anderson (Lakeland Times), Sheriff Hartman, Chief Deputy Hess, Jill Butzlaff (Sheriff's Office), Ken Kortenhof (Emergency Management), Brian Desmond (Corporation Counsel), Larry Mathein (Medical Examiner), Denise Briggs (District Attorney), Kathy Belliveau (Branch I) and Dawn Robinson, Committee Secretary.

CALL TO ORDER

Chairman Timmons called the meeting to order at 1:30 p.m. at the Oneida County Law Enforcement Center, Community Room, 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.

APPROVE AGENDA

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

The Chairman stated #9 of the Agenda (Vacancy Review in the District Attorney's Office) is not needed and #10 of the Agenda (Bills, vouchers and line item transfers for the District Attorney's Office) will be moved into #5 of the Agenda (Bills, vouchers and line item transfers for Public Safety Departments with no Agenda Items).

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the January 15, 2015 Public Safety Committee Meeting Minutes (Fried/Metropulos).

Discussion on motion:

Holewinski requested listing committee member names in minutes, rather than referring to a committee member, when making comments or asking questions.

MOTION: To approve the January 15, 2015 Public Safety Committee Meeting Minutes (Fried/Metropulos, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for March 10, 2015 Committee Room #1 at 9:30 a.m. Holewinski will be absent and the Chairman indicated he may be absent.

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

Fried expressed concern regarding a conflict of attorney representation and referred to guardian of litem. Corporation Counsel stated the court has the authority to appoint guardian of litem's. There was discussion.

MOTION: To approve bills, vouchers and line item transfers for Public Safety Departments (Holewinski/Metropulos, PASSED). Fried stated he approved vouchers he signed but did not approve other vouchers he did not sign.

VIDEO CONFERENCE UPDATE

Circuit Court Branch I Judicial Assistant stated video conferencing is up and running and the Sheriff indicated the project came in under budget. There was discussion. Fried stated video conferencing is an improvement from what was formerly in place.

DEPARTMENT ITEMS:

Circuit Court Branch I/Circuit Court Branch II

Law Clerk Contract

This is an annual contract from June to June every year. The current Law Clerk expressed interest in the position for another year.

Holewinski asked if LRES (Labor Relations Employee Services) is in favor of the position. The Judicial Assistant explained the contract is brought before the Public Safety Committee then is forwarded onto LRES. Contract cost was cited. The Judicial Assistant stated Oneida County pays 2/3rds of the contract and Vilas County pays the remaining 1/3rd. Health insurance is an option but not retirement.

Fried stated Judges highly support the position and the position is a huge benefit for the County. Fried does not recall any past concerns by LRES and added the position is in the budget.

MOTION: To approve the Law Clerk Contract and forward the request onto the Labor Relations/Employee Services Committee for consideration (Fried/Metropulos).

Discussion on motion:

Holewinski asked if there is a six-month waiting period before filling the position. The Judicial Assistant explained this is a contracted LTE (Limited Term Employee) Position.

Holewinski suggested if there are any issues, the agenda item be brought back to the Committee. Both Fried and Metropulos agreed and amended the motion.

MOTION: To approve the Law Clerk Contract, forward the request onto the Labor Relations/Employee Services Committee for consideration and if there are any issues, bring back to the Public Safety Committee (Fried/Metropulos, PASSED).

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

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

Medical Examiner

2014 Budget Closeout and bills, vouchers and line item transfers for the Medical Examiner's Office

The Medical Examiner presented the department budget that the Finance Director prepared.

MOTION: To approve the Medical Examiner's 2014 Budget Closeout and approve bills, vouchers and line item transfers for the Medical Examiner's Office (Holewinski/Ives, PASSED).

Sheriff's Office/Emergency Management

Employee Service Awards

The following employees were recognized and received service awards; Fabianski (15-years), Lawson (15-years), Miramontes (15-years), Huettl (15-years), Erlitz (15-years), Meier (15-years), Robinson (15-years) and Snyder (15-years).

2015 Community Policing Grant

The Chief Deputy stated the Office accepted the Community Policing Grant and informed the Committee the grant awarded was approximately \$1,000 less than received the previous year.

Chairman Timmons inquired if the reduced grant award amount was a trend. The Chief Deputy indicated it was and explained the position costs approximately \$39,000 after grant monies are applied. Ives asked if a reason is given for the reduced grant award, the Chief Deputy replied no. Holewinski asked if the deputy's hours are reduced due to grant funding. The Sheriff affirmed the deputy works in other areas needed (patrol, transports and other duties) and explained the deputy works the amount of hours covered by the Community Policing Grant. Fried stated the grant funds the position.

Holewinski inquired how budgeting for the position worked. The Sheriff explained money is transferred within the budget to cover expenses.

No action needed.

HazMat Training Grants

The Emergency Management Director explained the State's grants are now completed electronically and are signed by the County Board Chairman instead of the LEPC Chairman (Local Emergency Planning Committee).

There was discussion regarding grant awards, Nicolet College conducting HazMat Trainings and grant monies paying the college for instruction.

MOTION: To authorize the Emergency Management Director to apply for HazMat Training Grants and take grants to the County Board of Supervisors Chairman for signature. If there are any obligations to the County then bring back to the Public Safety Committee (Holewinski/Metropulos, PASSED).

Ambulance Rate Adjustment

The Emergency Management Director provided the 2014 Oneida County Ambulance Service Summary Report (Exhibit #1), Ambulance Expense Survey (Exhibit #2) and Resolution (Exhibit #3).

Holewinski asked if the medical units cited on the document could match locations on the map and inquired about the City of Rhinelander service area. The Director clarified the med units and the color-coded map coverage areas.

There were discussions regarding the following; staffed ambulance units, run history identifying billable runs and financial history reflecting revenue history, 2014 Financial Statements, total cost of ambulance service and identified Towns that contract with the County for ambulance service.

The Director informed the Committee that both the County and Rhinelander Fire are proposing to raise their rates and referred to proposed rates. The Director requested to keep base rates the same as City of Rhinelander but does not recommend charging non-resident fees. The Director mentioned Rhinelander Fire would be proposing rate increases to the City of Rhinelander this evening.

Holewinski inquired about the different type of responses (ALS: Advanced Life Support, BLS: Basic Life Support) and what it covers. Holewinski asked where the money generated for services is applied to. The Director explained revenues are applied towards hospital subsidies.

The Director addressed factors are taken into consideration when projecting the ambulance budget (run volume, location of calls, mileage, age of population, insured verses uninsured, deductions not covered (Medicare/Medicaid), etc.). The Director stated if approved, rates would be in effect June 1st, 2015.

There were discussions regarding how often rates are reviewed, what factors determine when rates should be increased and what the result may be if subsidies catch up to what is billed out.

MOTION: To approve the Ambulance Rate Adjustment and forward onto the County Board of Supervisors (Holewinski/Metropulos, PASSED).

Fried inquired if there were a Med 8 and a Med 9. The Director explained Med 8 had difficulty being staffed and was disbanded. Med 9 may have been in the Willow Area.

Chairman Timmons suggested stating staffed units on the color-coded map.

Consolidation of Emergency Management and Sheriff's Office

The Emergency Management Director presented a Resolution for Consolidation (Exhibit #4) and a Summary Sheet (Exhibit #5) citing personnel and merger adjustments and recommendation.

Holewinski asked if everyone received raises and if some positions were eliminated. The Director referred to; positions that were eliminated, created and formerly shared with another department that balanced out raises Administration received.

There was discussion regarding sharing an employee with another department.

The Director informed the Committee the consolidation allows Administration to cover for each other and creates a chain-of-command for responses/attendance and, provides a backup (within the County) to the Emergency Management Director besides utilizing other County Emergency Management Directors.

Both the Director and the Sheriff recommend forwarding the Resolution onto the County Board of Supervisors for permanent consolidation.

Fried asked if budgets would remain separate or be combined. The Director explained budgets would remain separate within the Sheriff's budget in the event the Sheriff decided he did not want Emergency Management under their department or, if the County Board of Supervisors decided they want both departments separated.

The Sheriff explained the Emergency Management budget and department are a division within the Sheriff's Office.

Fried asked if supervisors would be approving Emergency Management (EM) budget separately from the Sheriff's Office budget. The Chief Deputy affirmed the EM Department is a division of the Sheriff's Office and, the Sheriff explained during budget time, the Emergency Management Director would accompany him in the event there are any questions regarding the EM budget.

There was discussion regarding the ambulance service being outside the levy limits.

Holewinski suggested incorporating an Incident Command flow chart and attaching it to the resolution.

Metropulos was excused at 2:36 p.m.

Fried inquired the need for a resolution to consolidate. Holewinski explained the County Board of Supervisors instructed EM and Sheriff's Office to bring forward a resolution. The Sheriff mentioned an exit plan needed to be in place if the consolidation was not working.

MOTION: To approve the Consolidation Resolution of Emergency Management and the Sheriff's Office and forward Resolution to the County Board of Supervisors with the flow chart added (Holewinski/Ives, PASSED).

Prisoner Transportation

Holewinski asked how transports are conducted, do we work with other Sheriff's/Sheriff's Offices to coordinate transports (meet halfway to exchange an inmate,

etc.). The Sheriff does. Ives asked if anyone is contracted to transport inmates. The Sheriff stated the Office contracts transports when it is economically feasible and referred to a specific incident. The Sheriff addressed emergency detention (mental health) transports and indicated transports are performed on straight time when possible. Holewinski inquired about planned transports. The Sheriff affirmed since those transports are planned ahead of time, they are performed during straight time.

There were discussions regarding the transport van, transport cost savings (van verses contracted service), prisoner rights to be in court and video conferencing/appearance. Ives asked if video conferencing is used locally and the Sheriff indicated video conferencing is used between the Sheriff's Office/Jail and the courthouse.

Holewinski inquired if there was overtime involved with transports. The Chief Deputy explained if there is a full crew on the night shift, then a deputy is sent on straight time. The Sheriff explained transport procedures.

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

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

PUBLIC COMMENTS

No public comment was given.

It is anticipated that the Committee will adjourn to closed session pursuant to WI Stats Section 19.85(1)(d) Except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention. (Sheriff Department Facility Tour (including Jail Facility))

MOTION: To go into closed session pursuant to WI Stats Section 19.85(1)(d) Except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention (Fried/Holewinski) On a roll call vote: Holewinski 'aye', Ives 'aye', Fried 'aye' and Timmons 'aye'.

2:53 p.m. Closed Session.

Return to Open Session. Announcement of any action taken in closed session (to the extent that such announcement would not contradict the reasons for the closed session)

MOTION: To return to open session (Timmons/Ives). On a roll call vote: Holewinski 'aye', Ives 'aye', Fried 'aye' and Timmons 'aye'.

4:56 p.m. Returned to Open Session.

The Chairman announced no action was taken in closed session.

ITEMS FOR FUTURE AGENDAS

General maintenance at Sheriff's Office.

ADJOURN

5:00 p.m. MOTION: To adjourn the meeting (Ives/Holewinski, PASSED).

Mike Timmons, Chairman

Dawn Robinson, Committee Secretary

Bob Metropulos, Vice-Chairman