

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
March 9, 2023**

**COMMITTEE MEMBERS PRESENT:** Chairperson Steven Schreier, Russ Fisher, Diana Harris, Tom Kelly and Mike Timmons.

**OTHERS PRESENT:** Robert Thome (County Board Supervisor-Social Services Chairperson), Chief Deputy Daniel Hess, Captain Terri Hook, Captain Tyler Young, Lisa Charbarneau (Human Resource Director), Tina Smigielski (Finance Director), Mike Fugle (Corporation Counsel), Shari Gorney (Corporation Counsel), Crystal Schaub (Medical Examiner), Brenda Behrle (Clerk of Circuit Court), Anna Zwaard (District Attorney's Office), Patti Finlan (Branch II), Jean Meyer (Branch I), Brian Tonnancour (Rhineland Fire Chief), Amy Franzen (Probate) and Dawn Robinson, Committee Secretary.

**CALL TO ORDER**

Chairperson Schreier 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.

Chairperson Schreier announced Supervisor Robert Thome telephoned into the meeting.

**APPROVE AGENDA**

MOTION: To approve the Amended Agenda (Timmons/Kelly, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the February 9, 2023 Committee Meeting Minutes (Fisher/Harris, PASSED).

**PUBLIC COMMENTS**

Supervisor Kelly invited Rhineland Fire Chief Brian Tonnancour to the meeting. Chief Tonnancour introduced himself to the Committee.

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for April 13, 2023 at 9:30 a.m. Supervisor Fisher will be unable to attend the meeting.

The Committee recognized Chief Deputy Daniel Hess and the Social Services Director Mary Rideout for thirty-years of service.

**BILLS, VOUCHERS AND LINE ITEM TRANSFERS FOR PUBLIC SAFETY DEPARTMENTS**

MOTION: To approve the bills, vouchers, line item transfers and personal expense vouchers for Public Safety Departments (Kelly/Fisher, PASSED).

### **Criminal Justice Coordinating Committee**

#### *Update on Treatment Alternative and Diversion (TAD) Grant*

The Social Services Director indicated monthly updates would be provided, explained the Committee is working on planning and then at a later date will work on referrals, etc. Justice Point was contracted and is working with both Oneida and Vilas County. One coordinator will be in place for both county programs.

There were discussions regarding work area to accommodate two people, funding dollars to start the program (ARPA), other grant funding sources, funding sustainability and proposals to address fentanyl, etc.

Chairperson Schreier indicated any spending proposed by the Criminal Justice Coordinating Committee (CJCC) comes back to the Public Safety Committee for approval.

The Social Services Director informed the Committee the following: no tax levy will be used for the grant, there will be a system mapping session for the criminal justice process/system in March. At this time there are no expenditures and in-kind match will be recorded going back to January for employees who are working on this grant.

### **Corporation Counsel**

#### *Corporation Counsel travel to Langlade County Department of Social Services 3/16*

Corporation Counsel explained this is a Chapter 40 CHIPS case that Langlade County Social Services is overseeing and meets with them on.

MOTION: To allow travel to Langlade County for this case (Kelly).

Discussion on motion:

Corporation Counsel indicated this will require a meeting every six-months as a permanency plan review.

MOTION: To allow travel to Langlade County for this case (Kelly/Harris, PASSED).

#### *Corporation Counsel travel to Madison for CAP Team meeting 4/11 -4/13*

Corporation Counsel explained the meeting occurs quarterly. The meeting is Mental Health Day.

MOTION: To approve travel to Madison for CAP Team meeting (Fisher/Timmons).

Discussion on motion:

Corporation Counsel indicated both the Human Resource Director and the Social Services Director will be attending the meeting.

MOTION: To approve travel to Madison for CAP Team meeting (Fisher/Timmons, PASSED).

### **Register in Probate**

*Approval for Register in Probate to attend the 2023 WRIPA Spring Educational Conference in Rothschild, WI May 3-5, 2023*

The Registrar in Probate explained this is the WI Register in Probate Association Conference. The Committee asked if conference was budgeted, it is annually.

MOTION: To approve travel to conference (Kelly/Harris, PASSED).

### **Medical Examiner**

*Medical Examiner's Annual Report*

The Medical Examiner presented Exhibit #1 covering topics listed for her department and mentioned included in the exhibit are the 2021 and 2022 annual reports and the comparables between them, counting all three counties.

Committee reviewed the information. The Medical Examiner requested the report be forwarded onto County Board.

MOTION: To accept the Medical Examiner's Annual Report and forward onto County Board (Kelly/Timmons, PASSED).

*Discussion of expected overage of payroll expenses relative to 2022 and 2023 Budgets*

The Medical Examiner (ME) expects an overage, have been working with the Finance Director and the Human Resource Director to balance out accounts and personnel expenses. The ME indicated deficits have been identified and are in red, is expecting the 2023 budget to be over with numbers given to her by Finance Director and wanted to inform the Committee. The budget can be revisited in three-months.

Chairperson Schreier asked if the budget could be revised, the ME is unsure. The ME stated she is having difficulty budgeting personnel expenses.

The Finance Director was present and explained; each department is given estimates in July for wages and benefits and need to look at factors that impact their departments (average cost per employee). The Finance Director stated in 2021, the ME Department had one full time employee and in 2022 had two-fulltime employees. The Finance Director reference employee's health insurance plans and wages and indicated departments are in control of their budget and overseen by the Committee of Jurisdiction to address any issues.

Chairperson Schreier asked if overages can cover through line item transfers and the Finance Director stated all line item transfers are approved by the Committee of Jurisdiction.

The Human Relations (HR) Director referenced her department budget, similar situation. The HR Director explained the previous Finance Director took care of personnel line items for departments and with the newer concept, departments review their reports. The Finance Director stated majority of the departments review their reports, do not request

Finance to do line item transfers at the end of year, added it is not permitted by code, but is approved by committee.

*Review fee increase of Medical Examiner Expenses*

The Medical Examiner (ME) referred to Line 10 and Line 13, indicated fees have not increased in numerous years, is proposing an increase due to consumer price index and informed the Committee she worked with Corporation Counsel on the resolution.

There was discussion regarding increase and the ME explained fees can only be increased due to consumer price index, once per year.

MOTION: To approve and forward onto County Board for approval (Kelly).

Discussion on motion:

There was discussion regarding the amount of increase.

MOTION: To approve and forward onto County Board for approval (Kelly/Timmons, PASSED).

**Sheriff's Office**

*2022 Budget Closeout*

The Chief Deputy was present and provided the Committee with Exhibit #2, Budget Summary and informed the Committee, the Sheriff's Office is turning back \$312,672.00 from the Jail, housing Dane County inmates.

MOTION: To accept the 2022 Budget Closeout (Timmons/Kelly, PASSED).

*Human Service Center Concerns*

Captain Terri Hook, Captain Tyler Young and Chief Deputy Hess were present and shared concerns, referred to multiple situations and informed the Committee how services were provided compared to now.

Chairperson Schreier affirmed the Committee is committed to this issue and concerns. The Committee is meeting with Social Services to discuss this topic on March 27, 2023.

*Wages and benefits package for Telecommunicators and Correction Officers:*

- A) Step Plan for Telecommunicators
- B) PTO Increase
- C) Max Comp Time Bank Increase
- D) Weekend Pay
- E) Special Activity Pay: Field Training
- F) Overtime Bonus Plan

Chief Deputy Hess presented end of year line item transfers he received during this meeting for signature.

Chief Deputy Hess provided dollar amounts to each item listed. This is an accelerated plan.

The Chief Deputy informed the Committee they are nine-employees short in Corrections of the twenty-three employees. Request to forward onto LRES for consideration and have the Finance Director review numbers.

MOTION: To forward Wages and Benefits Package onto LRES (Timmons/Fisher, PASSED).

**PUBLIC COMMENTS**

None.

**ITEMS FOR FUTURE AGENDAS**

The Committee discussed some topics, the Chairperson will provide any topics.

**ADJOURN**

**10:49 a.m.**

---

Steven Schreier, Chairperson

---

Dawn Robinson, Committee Secretary

---

Russ Fisher, Vice-Chairperson