

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
August 12, 2021**

**COMMITTEE MEMBERS PRESENT:** Tom Kelly, Russ Fisher, Billy Fried, Mitch Ives, Chairman Mike Timmons

**COMMITTEE MEMBERS ABSENT:** None

**OTHERS PRESENT:** Amy Franzen (Probate), Jean Meyer (Branch I), Heidi Ihn (District Attorney), Luke Johnson and Crystal Schaub (Medical Examiner), Brenda Behrle (Clerk of Courts), Mike Fugle and Andy Kaftan (Corporation Counsel), Dan Hess (Chief Deputy), Grady Hartman (Sheriff)

**CALL TO ORDER**

Chairman Timmons called the meeting to order at 9:30 a.m. at the Oneida County Courthouse, County Board 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 (Fisher/Fried, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the July 15, 2021 Committee Meeting Minutes (Kelly/Fisher, PASSED).

**PUBLIC COMMENTS**

No public comment was given

**SCHEDULE COMMITTEE MEETING DATE(S)**

The next meeting was scheduled for September 9, 2021 at 10:00 a.m.

**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 (Fried/Ives, PASSED).

**CORPORATION COUNSEL**

Fugle Introduced Andy Kaftan, the new attorney in Corporation Counsel Office who will be handling the child support arena. Kaftan is from Monroe County where he was their Corporation Counsel. He moved the Conover area and is currently working Tuesday, Wednesday, and Thursday.

Approve Mike Fugle and Chad Lynch to attend Children Families and the Courts Conference on Child Welfare Sept 22-24, 2021 in Wisconsin Dells

Fugle is on the Commission for Children Families and the Courts. This conference is put on by this commission. There is no cost for conference, \$82/night for rooms, and they will earn 15 credits.

MOTION: To approve Mike Fugle and Chad Lynch to attend Children Families and the Courts Conference on Child Welfare Sept 22-24, 2021 in Wisconsin Dells (Fried/Ives, PASSED).

Approve Mike Fugle to attend WCA Annual Conference Sept 27-28, 2021 in LaCrosse

This is the Wisconsin Counties Association Conference with credits available for attending.

MOTION: To approve Mike Fugle to attend WCA Annual Conference Sept 27-28, 2021 in LaCrosse (Fried/Kelly, PASSED).

Approve Mike Fugle and Chad Lynch attend the WACCC Defense Counsel Forum on Oct 8, 2021

Our insurance carrier sponsors this forum and brings in two law firms they work with to present. Will earn 7 hours of credits relevant to counties mitigations. There is no cost for conference. There may be cost for hotel room.

MOTION: To approve Mike Fugle and Chad Lynch to attend the WACCC Defense Counsel Forum on Oct 8, 2021 (Fried/Kelly, PASSED).

Fried questioned why only Fugle and Lynch attending, why the third person was not in. Fugle noted Chad was new and needs to attend to be immersed and network. Fried had another concern that with all this travel within two months, if it would cause problems accomplishing work within Corp Counsel Office. Fugle stated they can Zoom and/or work remotely if needed, and explained why conferences are scheduled in the fall.

Approve Two Attorneys to attend the Child Support Conference Oct 20-22, 2021 in LaCrosse

Fugle anticipated Chad and Kaftan would attend. This is a new area for Chad and would be beneficial for him to attend and important for Kaftan to remain current with information. The new e-filing within the child support system will be a huge topic. There would be cost only for lodging/meals, and both would earn credits for attending.

MOTION: To approve two attorneys to attend the Child Support Conference Oct 20-22, 2021 in LaCrosse (Timmons/Kelly, PASSED).

Fried asked if all conferences were within the budget. Fugle stated they were.

### Furniture and Equipment Request

Fugle stated the request was not ready yet, but at the next meeting he would come with a request asking for new chairs for the conference room. Fugle would like conference room that is accessible/useable and is getting quotes for chairs.

Timmons stated this should go through Buildings & Grounds and Fugle stated he was working with them to find a better price on the chairs. Fried stated Building & Grounds just sent out the annual request for furniture, etc. Fugle stated he is still in the process of looking and communicating with Buildings & Grounds, and if they found suitable chairs from a different department, he would consider taking them.

No motion made, informational only.

### Request to Reclassify Office Staff

Fugle stated that at the time he was appointed, he went to LRES regarding retention and that he was likely looking to reclassify. He was told the process was to have this committee provide approval for him to work with Carlson-Dettman, and then back to LRES. Fugle stated he would like to reclassify Shari Gorney as Office Manager. Gorney works with the Medical Examiner's Office coordinating their office work, does entry in AS400 and more than what her job description is. Additionally, the office will be transitioning to paperless and changing how the files are organized to be more efficient. Fugle would then like to move Ann Marie Zuiker to Shari's position (Corp Counsel Secretary), with the understanding Zuiker learns Gorney's duties. Fugle asked the committee approve his exploring this reclassification.

Fried asked if the exploring, going forward to Carlson-Dettman was within the budget. Fugle stated yes, was in budget, unless committee says to go to LRES. Fugle stated his goal was to have the reclassification and get Gorney and Zuiker somewhere in the 80c/her increase. There was discussion on retention pay, salaries. Fugle asked for permission to spend the \$250 already in his budget to work with Carlson-Dettman.

MOTION: To approve Fugle's request to explore the reclassification of positions in the Corporation Counsel Office with Carlson-Dettman, and bring the results back to this committee for review (Fried/Ives, PASSED).

## **SHERIFF'S OFFICE**

### State Inmates

Last month Sheriff Hartman hinted at losing State Inmates. Sheriff Hartman stated all counties were losing state inmates and this was expected to hit within the next two months. Sheriff Hartman stated long term, he did not expect any possibility of getting them back for a minimum of 2-3 years. Sheriff Hartman explained that during COVID, the courts vapor locked and were backlogged with inmates finishing sentences and no new inmates were sentences.

Timmons noted there was nothing the county could do except watch the budgets, not only the Sheriff's budget, but those who ride on the money the Sheriff put in the general fund. Fried asked if they could assume some expenses would go down. Sheriff Hartman stated yes, but the staffing level would remain consistent, whether one or 200 inmates. Sheriff Hartman stated years ago, a corrections officer hiring was tied to a minimum amount of inmates, so that position will go away.

There was discussion on the Sheriff's Office contribution to the general fund, where that money went, and if any other departments would be effected by this.

Fried asked that when the inmates vacate, if that gave us opportunity to utilize the facility in a different way, possibly a wing for juveniles instead of sending them elsewhere? Sheriff Hartman stated his quick answer was no, but he would have to think on that. Fried asked Sheriff Hartman if he would hit his revenue numbers for 2021. Chief Deputy Hess stated they already had and were in good shape for 2021.

Fried asked as a governmental body, if they could send letters to Madison. Sheriff Hartman stated he already did that and made sure to contact those involved.

There was no motion, informational only.

#### Resolution for Changing Time Period on Recording Records

Hess noted that when the retention period information was changed and approved (October 2020), information regarding jail audio was not included. That information was brought forward today and the resolution changes storage of jail recordings to 121 days.

MOTION: To approve the change in the Resolution for Changing Time Period on Recording Records related to jail audio (Timmons/Kelly, PASSED)

#### Contract Addendum with Advance Correctional Healthcare

Sheriff Hartman explained that when there is an Emergency Detention (Chapter 51.15)- someone threatens harm to self or others- a law clicks in that law enforcement has to take action and perform an Emergency Detention on the person. An Emergency Detention means a 72-hour hold at a hospital. Governor Doyle pushed, and legislature passed, that Law Enforcement decided if the Emergency Detention was enforced. There was a change, with eye on saving money, to a qualified screener to making that decision instead of Law Enforcement. This ultimately ends up costing money.

Our county set it up, that Law Enforcement goes through The Human Service Center, who contracted with Options Counseling, now hired their own screeners. During COVID, the screeners stopped coming into the jail to perform screens. The jail has the biggest population density of those who use mental health services. There are constantly inmates on detention, suicide watch, etc. Law Enforcement as run into major road blocks with how Emergency Detentions are performed. Sheriff Hartman stated the Oneida County Jail was dinged on jail inspection report because of that. The Human Service Center

screeners are not qualified to perform screens (must have Masters and only have Bachelors degree).

Sheriff Hartman stated he spoke with two of the three board members on the Human Service board and they told me it was my problem and to solve it. Sheriff Hartman stated he worked with the jail medical provider to get a quote on having a screener in place. The cost for the committee to consider is \$101,563 per year, and \$33,855 for rest of this year to perform that service. Sheriff Hartman stated he did not have the money to do that and was asking the committee for the money.

There was discussion if this was a 24/7 service and what other counties do. Hartman stated this is a true problem, in the fact that a person is on suicide watch, now is time for them to be released from jail. According to the law, they can't hold anyone beyond their time and they can't release a person on suicide watch. A government official who knowingly violates the law is subject to personal liability.

MOTION: To allow Sheriff Hartman to enter into a contract addendum with Advance Correctional Healthcare in the amount of \$33,855 to fund a mental health screener for remainder of 2021 (Timmons/Kelly, PASSED).

Timmons noted this issue should be placed on the Sheriff's budget and discussion needed to be held as to where the money was coming from and The Human Service Center involvement.

#### Capital Improvement Project Request Security Glass Replacement in Jail

2022 - Security glass for all dorm side housing units at the jail were to be replaced. Cost TBD. Fried asked if this project was a candidate for the relief funding money, or if there was a cheaper way instead of glass, like using bars. Hess noted bars were a thing of the past and this project would not be a crazy amount to complete.

#### Upgrade Law Enforcement Records Management System to Enterprise Version

2026 - Upgrade LERMS to Enterprise version (web based program). Tyler Technologies is upgrading the LERMS program to a browser-based application called LERMS Enterprise. The application has expanded searching capabilities and all clients will eventually need to convert to the new application to take advantage of upgrades and improvement to the software. Fried asked if this project was a candidate for the relief funding money. Hess noted probably not because it was an upgrade to the current LERMS program.

#### EM 911-Next Gen E911

Approved four years ago. Waiting on Next Gen E911 criteria to be established. Came to screeching halt.

Community Room Upgrade

2022 - Replace chairs, tables, executive tables, and lobby seating. The Community Room has not been upgraded in the last 22 years. Different organizations utilize the room, such as Kwik Trip, YMCA, all DNR safety classes are held in there, and during COVID the Community Room was used for jury selection. There is water damage on the walls from when the roof leaked. The executive tables are from the courthouse in Eau Claire.

MOTION: To forward the Oneida County Sheriff's Office Capital Improvement Project Requests to the appropriate committee for funding (Timmons/Ives, PASSED).

**MEDICAL EXAMINER**

Application for FEMA grant to purchase morgue trailer

ME Schaub relayed that she believed the county could benefit from having a morgue trailer, or a portable or stationary morgue. Schaub provided information (Exhibit #1) related to a 100% cost covered FEMA Grant. ME Johnson has gathered the information relayed. Schaub stated that the body is usually taken to the local hospital, but sometimes it is a challenge to get into the hospital, they can only store four bodies at most, and the morgue was not secure. Johnson performed research on this company out of Montana. This 17' trailer is completely set up, completely self-contained, runs off generator (included) or plug in, cools to 34 degrees in 4-6 minutes and remains at that temp, has storage for 16 bodies with expandability to 24. This could be a revenue maker for the county, as space could be rented out to other counties if needed, with a storage fee. Schaub indicated it this would be a wise move and investment, especially with 100% funding covered.

There was discussion regarding the mobile morgue expansion cube and how often the trailer would need to be running. Schaub stated her biggest concern was security, if there was a mass casualty incident, there would be nowhere to store bodies. This came up first with COVID, funeral homes have no storage, the hospital was full, and bodies had to go to Howard Young. Schaub posed the question to the committee as to why they would not do this if 100% covered by FEMA grant, it was cost effective for the county, and there is a group of people ready to help write the grant.

There was discussion related to a request in the relief funding, the cost of having a morgue built, if the county could use a small cooler, maintenance fees, privacy fence and cement pad cost, if the county were to use this FEMA grant would it bump anything else the county might apply for through FEMA, if the National Guard had trailers like this to respond in the event of a mass casualty, where to store the trailer, security at River Street site, snow load collapse.

Schaub relayed that a lot of people vacation/come to our county and die while here. There have been recent issues with funeral homes because they store the body, and then don't get the body (hold funeral) at the end of the day. There was discussion on removal of bodies, bill for removal, and billing for storage. Discussion on how the trailer would be moved to another site if need be and that the new ME pickup could pull the trailer.

Fried questioned if this would open the county to more liability because they are storing bodies. There was discussion regarding other counties having morgues, the sheriff's department guarding if need be, or hauling the trailer to ONSO where it would be secure.

MOTION: To authorize the Medical Examiner's Office to apply for FEMA grant to purchase a morgue trailer (Kelly/Fisher, PASSED).

Fried questioned if the FEMA funding came through, if the ME Office would still need the relief funding. Fisher asked if the grant was open ended and they could apply for other items. Johnson stated yes, from what he has read it sounded open ended until the federal government closes out COVID disaster funding. Ives asked if the cost included delivery to Oneida County. Johnson stated he believed it did, but would check into that. Schaub stated she would not spend any additional monies and if she did not get the FEMA grant, she would then apply for relief funding. There was discussion on working with Buildings & Grounds related to a slab and privacy fence at River Street, if those items were included in the grant, and if the noise from the trailer running would disturb neighbors near the facility on River Street. Schaub reiterated that this would bring in funds for the county in the long run.

#### Review of Relief Money Request

\$72,000: Equipment/supplies related to COVID-19 expenses. Radios, body bags, morgue cooler including installation, trays for morgue cooler. Schaub stated radios are very beneficial

\$40,000: Premium pay for work performed during COVID-19. ME staff was mandated by State Laws to investigate death and by entering scenes, put them at high risk of contracting COVID-19. Essential workers during public health emergency, prioritized as low and moderate income persons.

\$104,000: Goal of this request is for Lucas Johnson to become a full-time Chief Deputy Medical Examiner with Oneida County. Works part-time now. The office covers three counties on a full-time basis. The hope is to maintain the level of service pre-COVID.

\$50,000: To provide a transport vehicle for staff to transport decedent under safe conditions. Cost includes full set-up of the transport vehicle.

Schaub relayed information regarding adding Iron County to the mix. There was discussion on how this information should go to committee of jurisdiction so they know what is being asked before it hits the county board floor. Fried commented that if they were to gain more counties, they need to discuss the growing pains associated with that. Schaub reiterated this was only in the discussion stages right now.

No motion needed, discussion only.

#### **PUBLIC COMMENTS**

No public comment was given.

#### **ITEMS FOR FUTURE AGENDAS**

ME office looking to grow down the road. Need to have a plan for growing pains.

Please get budget items to committee members prior to next meeting for their review.

**ADJOURN**  
**11:16 a.m.**

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Mike Timmons, Chairman

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Andi Seidel, Committee Secretary

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Russ Fisher, Vice-Chairman