

**MINUTES OF THE ONEIDA COUNTY  
PUBLIC SAFETY COMMITTEE MEETING  
AUGUST 18, 2022**

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

**COMMITTEE MEMBERS ABSENT:** Mike Timmons excused.

**OTHERS PRESENT:** Sheriff Hartman, Chief Deputy Hess, Captain Terri Hook, Mike Fugle (Corporation Counsel), Michael Schiek (District Attorney), Heidi Ihn (District Attorney's Office), Patti Finlan (Branch II), Amy Franzen (Register in Probate), Brenda Behrle (Clerk of Court), Crystal Schaub (Medical Examiner), Jean Meyer (Branch I) 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.

**APPROVE AGENDA**

MOTION: To approve the Amended Agenda and allow the Chairperson to move around on the agenda as needed (Kelly/Fisher, PASSED).

**APPROVE PREVIOUS MEETING MINUTES**

MOTION: To approve the July 21, 2022 Committee Meeting Minutes (Fisher/Kelly, PASSED).

**PUBLIC COMMENTS**

None.

**SCHEDULE COMMITTEE MEETING DATE(S)**

The Committee discussed scheduling an additional meeting in September to address ambulance topic and discussed meeting location. September 1, 2022, 9:30 a.m. scheduled at the Law Enforcement Center.

The monthly committee meeting date scheduled is September 15, 2022 at 9:30 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 (Harris/Kelly, PASSED).

## **Corporation Counsel**

### *2023 Budget*

Corporation Counsel presented the department's budget, Exhibit #1.

The budget was increased for non-payroll line items by 8% anticipating inflation, budget reflected moving staff to 2080 hours and noted conferences are included in the budget. There was discussion regarding software implementation, lag in billing and project end date.

MOTION: To advance the budget onto the Administrative Committee for budget hearings (Kelly/Harris, PASSED).

*Approval to attend the Wisconsin Counties Association Conference in Wisconsin Dells, WI September 18-21, 2022 and Approval to send two Attorneys to attend Defense Counsel Forum in Wisconsin Rapids September 29-30, 2022*

Corporation Counsel will be attending the Wisconsin Dells Conference.

MOTION: To approve #8 and #9 on the agenda (Kelly/Harris, PASSED).

## **District Attorney**

### *2023 Budget*

District Attorney Schiek and Ihn present.

The District Attorney (DA) explained budget affected by expert witness fees, one homicide trial, has upcoming trials and in 2023 have three homicide cases. There are two Victim Witness Positions in his office dictated by the Governor and the DA referred to reimbursement percentages.

Supervisor Fisher asked if staff are at 2080 hours. Ihn explained the Finance Director adjusted the budget with a 10% increase.

MOTION: To advance the budget to the Administration Committee for budget hearings (Kelly/Fisher, PASSED).

*Approval for Support Staff to attend the 32<sup>nd</sup> Annual 2022 CLASS A Conference September 14-16, 2022 in Marshfield*

The DA explained his office has been sending assistants to this Conference for years, good networking and needed conference. Chairperson Schreier asked if this is a budgeted expense. The DA stated it is budgeted.

MOTION: To approve Support Staff to attend the Conference (Kelly/Harris, PASSED).

## **Register in Probate**

*Approval for Register in Probate to attend the 2022 WRIPA Fall Educational Conference in Milwaukee, WI September 21-23, 2022*

The Register in Probate indicated the conference is a budgeted expense.

MOTION: To approve attendance (Kelly/Harris, PASSED).

**Circuit Court Branch I, Family Court Commissioner, Register In Probate**  
*2023 Budget*

Register in Probate budget is included.

The Judicial Assistant/Branch I referred to the memo of increases requested, referred to 2019 budget and indicated not much has changed to new budget.

There was discussion regarding COVID, fees and noted the department may be over budgeted once bills come in. There were additional discussion regarding mental health, Opioid Relief Funding and what funds can be used for.

The Judicial Assistant/Branch I addressed Guardian of Litem fees, debt collection and explained new office supply items would be purchased for the new judge. The Clerk of Circuit Court explained the debt collection process.

MOTION: To approve the budget and to advance onto the Admin Committee for budget hearings (Kelly/Fisher, PASSED).

Supervisor Kelly inquired if the motion included Register in Probate budget. The Committee agreed to take Register in Probate budget a separate motion.

Registrar in Probate stated budget reflects salaries for permanent employee which, changed from exempt to non-exempt status and an increase to 2080 hours. Discussion on permanent & exempt. Register in Probate explained overtime has not been budgeted in the past and unsure of how the 2080 increased hours may affect budget. Overtime has been added.

MOTION: To advance Register in Probate budget to the Administration Committee for budget hearings (Kelly/Harris, PASSED).

**Circuit Court Branch II**  
*2023 Budget*

Judicial Assistant/Branch II indicated the budget remains stable, came in close to 2022 budget, no budget increase except for wages and increased hours to 2080 and medical will be higher due to cases increasing. The Judicial Assistant informed the Committee previously the law clerk position was shared between Oneida and Vilas Counties. Vilas County now has two people in place and the expense will be 25%.

MOTION: To advance the Circuit Court Branch II budget to the Administration Committee for budget hearings (Kelly/Harris, PASSED).

**Clerk of Circuit Court**  
*2023 Budget*

The Clerk of Circuit Court presented the department's budget, Exhibit #2.

The Clerk of Circuit Court mentioned total revenues are unknown. Payment of \$22,800 was collected from a 2013 CX case and reiterated collections occur over many years. The budget presented today reflects changes by Finance in personnel expenses. The Chief Deputy Clerk is now a non-exempt employee. Worksheet was adjusted by Finance after department budget was provided.

The Clerk of Circuit Court referred to 2022 year- end expected increases in jury, postage and central purchasing due to special jury questionnaires mailed for homicide case. Juror fees do not include bailiff costs. Still have homicide cases on the calendar for upcoming year. Expected increase in postage & central purchasing also due to mass case transfer of cases from Judge O'Melia to Judge Burns. Increase in interpreter expense expected for December trial. 2023 revenue for county ordinance increased. The Clerk stated 2023 personnel expenses increased with moving staff to 2080 hours and explained the department will continue to provide support to the courts, this will not change. The Clerk added that PTO balance is mostly used by her staff; there is not a lot of carry over.

The Clerk asked the Committee if there was anything else she can provide to support her budget. Supervisor Fisher noted they will be looking to see if LTEs will be needed once staff moves to 2080 hours.

MOTION: To approve and send onto Administration Committee the Clerk of Circuit Court's budget (Kelly/Fisher, PASSED).

### **Medical Examiner**

#### *2023 Budget*

The Medical Examiner (ME) presented the department's budget and trainings packet, Exhibit #3.

The ME noted the budget reflects staff moving to 2080 hours and explained her office was working 2080 hours even though they were scheduled at 1980 hours. The ME anticipated being under budget. The office has three work cellphones to take pictures on scene instead of using personal cellphones.

The ME asked the Committee if they would think about approving a continuing appropriations account for surplus money to be put into training.

Supervisor Fisher inquired if her office had an continued appropriations account. The ME explained there is one just for vehicles and referred to her conversation with the Finance Director stating that an additional account could be created specific for training for surplus of funds at the Committee level.

The ME presented information on two trainings offered this year (Basic Medical Legal Course and Body Farm Conference) and the costs associated with both trainings to send staff to next year. The Basic Medical Legal Course is an International Course and the Body Farm Conference covers stages of death. Trainings have been requested in previous years, are beneficial to staff and in sharing information, networking, etc. The ME has requested to be certified for years.

Supervisor Harris asked if attending the training would include certification. The ME explained the training registration fee covers the cost of the exam taken at the end of the training which the ME researched attendees are more apt to pass the exam if in classroom setting verses taking the exam independently.

There were discussions regarding number of staff attending specific trainings, detailed costs/locations of each training, lodging and travel expenses.

Supervisor Harris stated trainings cannot be approved today as it is not listed on the agenda and mentioned this is good information on the topic. The ME explained she was advised by the Finance Director to bring the topic of creating a continuing appropriations account for trainings to the Committee today to be discussed. Supervisor Fisher reiterated trainings cannot be approved today but the Committee can approve a continuing appropriations account for trainings. Supervisor Harris mentioned trainings/conference attendance can be brought back to the Committee at a later time.

MOTION: To approve the 2023 budget to include an additional \$8,455 for training (Kelly).

Discussion on motion:

The Committee discussed the motion and the request to create a continuing appropriations account for trainings. The ME mentioned the department is projected to have a budget surplus and if there are shortfalls, will find monies in her budget. If unable to, will come back to the Committee. Chairperson Schreier suggested at that time the ME could make the request to transfer surplus monies.

Supervisor Kelly withdrew the motion.

MOTION: To approve creating a continuing appropriations account line item for training with surplus from the 2022 budget (Fisher/Harris, PASSED).

MOTION: To advance the amended 2023 budget to Administration Committee for budget hearing (Kelly/Schreier, PASSED).

### **Sheriff's Office**

#### *2023 Budget*

The Sheriff and the Chief Deputy are present and presented the Sheriff's Office budget, Exhibit # 4.

The Sheriff reported the number of new inmates from Ashland County and from Dane County. The Sheriff informed the Committee Ashland is having difficulty housing female inmates due to lack of female correction officers and Dane County has an older jail, reflecting in revenue for Oneida County, Jail revenue for savings of inmate medical expenses and food/commissary costs. The Sheriff informed the Committee The Human Services Center stopped conducting mental screenings in 2020 and the Sheriff's Office had to obtain a contractor at a higher cost. The Human Service Center returned money to the County with those revenues put back into the Sheriff's Office budget to cover expenses.

Chairperson Schreier inquired if inmates who are covered by insurance are billed. The Sheriff stated they can bill if they have insurance, most inmates do not have insurance. The Sheriff addressed inflation; squad costs, gas, ammunition, paper, etc.

Chairperson Schreier inquired if employees are impacted by non-exempt status. There is one. Chairperson Schreier inquired if any employees were impacted by 2080 hours. The Chief Deputy indicated there is one employee.

MOTION: To advance the Sheriff's Office budget onto the Administration Committee for budget hearing (Kelly/Harris, PASSED).

*Oneida County Code 5.25 (2) Duty Weapon upon Retirement: Brad Fogerty*

MOTION: To approve (Kelly/Fisher).

Discussion on motion:

The Sheriff stated Deputy Fogerty is a twenty-four year employee that accepted a job at NATC (Nicolet Area Technical College) to run the Criminal Justice Program.

MOTION: To approve (Kelly/Fisher, PASSED).

#### **PUBLIC COMMENTS**

No public comment was given.

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

Chairperson Schreier mentioned the Social Services Director requested to conduct a Criminal Justice Coordinating Committee presentation at the September 15<sup>th</sup> meeting.

#### **ADJOURN**

**11:10 a.m.**

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Steven Schreier, Chairperson

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Dawn Robinson, Committee Secretary

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Russ Fisher, Vice-Chairperson