

**MINUTES OF THE ONEIDA COUNTY
PUBLIC SAFETY COMMITTEE MEETING
October 18, 2018**

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

OTHERS PRESENT: Sheriff Hartman, Brian Desmond (Corporation Counsel), Amy Franzen (Register in Probate), Heidi Ihn (District Attorney), Kathy Belliveau (Branch I), Jennifer Allen (Branch II), Brenda Behrle (Clerk of Courts), Lisa Charbarneau (LRES/Human Resources) 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.

APPROVE AGENDA

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

APPROVE PREVIOUS MEETING MINUTES

MOTION: To approve the September 13, 2018 and the September 28, 2018 Committee Meeting Minutes (Metropulos/Fisher, PASSED).

SCHEDULE COMMITTEE MEETING DATE(S)

The next meeting was scheduled for November 15, 2018 at 9:30 a.m.

Fried attended the meeting at 9:34 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 (Ives/Metropulos).

Discussion on motion:

Fried asked the motion to be contingent upon approval by the Finance Director for the Sheriff's Office line item transfers. Ives and Metropulos agreed.

MOTION: To approve the bills, vouchers, line item transfers and personal expense vouchers for Public Safety Departments contingent upon the Finance Director's approval of the Sheriff's Office line item transfers (Ives/Metropulos, PASSED).

Corporation Counsel

Blanket permission for out of county travel for routine business

Corporation Counsel referred to travel for routine business cited in the county code and provided examples of routine business (day travel, no overnight travel).

There was discussion regarding how often the agenda topic should be reviewed. Fried stated routine travel (for Department Heads) out of county does not need approval as long as expenses are within budget and suggested addressing topic during annual budget review with the Committee.

The Clerk of Circuit Courts Director asked if the blanket permission for out of county travel for routine business would be the same for all department heads. Chairman Timmons mentioned this would be broader policy issue for all departments and, Corporation Counsel mentioned the topic would be addressed during the Chapter 3 rewrite and cited verbiage.

MOTION: To approve blanket permission for out of county travel for routine business to be overseen by Corporation Counsel and reviewed on an annual basis (Timmons/Fried, PASSED).

Circuit Court Branch I

Vacancy Analysis for Branch I Program Assistant

Both Belliveau and Allen were present.

Information was emailed to Committee members for review. This is a mandated position.

MOTION: To approve the Vacancy Analysis for Branch I Program Assistant (Fried/Fisher, PASSED).

Sheriff's Office

Serious Medical Condition in the Jail

Sheriff Hartman informed the Committee this is an example of things the budget used to take care of. The Sheriff wanted the Committee to be aware of an inmate housed at the jail (accused of a violent crime) has many serious health problems and the jail can no longer care for the inmate. Because the inmate is accused of a violent crime, the Sheriff's Office is required to accompany the inmate to a medical facility outside of the area and guard the inmate 24-hours/7-days per week while at the facility. The Sheriff explained this is a real impact and is expensive.

Since the topic was placed on the agenda, the Sheriff received news the inmate may be back at the jail in a week verses being out for six-months.

There were discussions regarding the ankle bracelet option, cash bond requirements, the potential impact to the Sheriff's Office budget, budgeted items, constitution function of the sheriff's office, increased costs due to the amount of drug abuse in our community, the process of how medical options/decisions are made and a hospital within the prison system.

Informational purposes only, no action required.

Medical Examiner

Medical Examiner Recruitment

Human Resource (HR) Director present.

Chairman Timmons mentioned Forest County may have their own qualified person and may be leaving Oneida for contracted services.

The HR Director mentioned Vilas County is moving forward with contracting a Medical Examiner position and explained if Forest County ends the contract, then the budget would need to be revised. There was discussion regarding cost verses service. The HR Director explained the contract states a 90-day notice is required to end contracted services.

The HR Director explained the recruitment process has been reopened due to change in qualifications and provided an update on recruitment, applications received and requested scheduling interviews with either the full committee or with the Chairman, Vice-Chairman and herself (HR Director) since the Medical Examiner position is a Department Head. Interview dates were discussed.

The Committee agreed to have the Chairman, Vice-Chairman and the HR Director schedule interviews on October 25, 2018 starting at 10:00 a.m.

The HR Director asked the Committee to give the Chairman the authorization to approve a candidate and forward the applicant through the background process, etc. and asked the Chairman/Vice-Chairman if they wished to review interview questions in advance. The Chairman/Vice-Chairman agreed. The HR Director will provide questions.

There were discussions regarding the interview process, qualified candidates, what the certification process entails and the difference between Coroner duties verses a Medical Examiner duties.

MOTION: To approve the Chairman and the Vice-Chairman to authorize expediting selection process and bring information back to the Public Safety Committee (Fried/Timmons, PASSED).

PUBLIC COMMENTS

None.

ITEMS FOR FUTURE AGENDAS

As needed.

ADJOURN

10:17 a.m. **MOTION:** To adjourn the meeting (Metropulos/Ives, PASSED).

Mike Timmons, Chairman

Dawn Robinson, Committee Secretary

Bob Metropulos, Vice-Chairman