

MINUTES
Iowa County – Justice Committee
December 2, 2008

1. **The Justice Committee met in the Lower Level Meeting Room of the Sheriff's Department in the City of Dodgeville on Tuesday, December 2, 2008 at 6:17 p.m. and was called to order by Sup. Phil Mrozinski with Sup. Joe Thomas assuming the Chair at 6:18 p.m.**
2. **Roll call was taken.**
Committee members present: Sups. Gerald Dorscheid, Greg Parman, Joe Thomas, Larry Steffes Bob Bunker, Mark Masters, Dwayne Hiltbrand, Phil Mrozinski and Carol Anderson. Excused/absent: None.

Also present: Sup. Ron Benish, Sheriff Steve Michek, Chief Deputy Jon Pepper, Clerk of Court Carolyn Olson, ATTIC Correctional Services representative Kathy Johnson, Information Systems Director Amy Kaup and Randy Terronez, County Administrator.
3. **Motion by Sup. Larry Steffes, second by Sup. Bob Bunker to approve the certification of the meeting. Motion carried.**
5. **Motion by Sup. Gerald Dorscheid, second by Sup. Greg Parman to approve the agenda for this December 2, 2008 meeting. Motion carried.**
6. **Motion by Sup. Gerald Dorscheid, second by Sup. Larry Steffes to approve the minutes of the October 28, 2008 meeting. Motion carried.**
7. **Open session – Comments from audience /Committee members:**
 1. **Sup. Carol Anderson expressed concern on the emergency dispatch policy and procedures in light of the Dane County publicity. Chief Deputy Jon Pepper outlined the amount of training the department undertakes for Dispatch staff.**
8. **Old Business: None**
9. **New Business**

Circuit Court

OWI Treatment Court Presentation

ATTIC Correctional Services (ACS) representative Kathy Johnson presented the proposal and answered Committee members' questions.

Similar programs operated by ACS show an 80% success rate. Sup. Carol Anderson raised concern on recidivism and the need for a good definition. Kathy Johnson stated that the role of the yet to be established Justice Council is to define program outcomes, success, recidivism, etc.

Motion by Sup. Gerald Dorscheid second by Sup. Bob Bunker to approve the proposal; submission of the grant application to the DOT for funding, and forward to the full Board. Motion passed.

Assess, Inform and Measure (AIM) State Pilot Proposal

Kathy Johnson of ATTIC Correctional Services reviewed highlights of proposal.

Motion by Sup. Phil Mrozinski second by Sup. Dwayne Hiltbrand to concur with the Judge's recommendation to participate in the AIM pilot project and contract with ACS at an annual cost not to exceed \$4,120 with funds to come from the Circuit Court budget. Motion passed.

Emergency Government

Office Relocation

Randy Terronez updated the Committee that the office would be relocated as a result of the Commission on Aging ADRC staff additions. The site would be either the Health Department or the Sheriff's Department.

(Sup. Greg Parman left at approximately 7:20 p.m.)

Sheriff's Department

Capital Projects Budget Update

Sheriff Steve Michek, Amy Kaup and Chief Deputy Jon Pepper reviewed agenda enclosure. The approximately \$111,000 in leftover monies is the result of the Sheriff's Department projects coming in under budget. State wireless grant funds covered a portion of the project costs with a variety of small unused carryover monies covering the balance. The remaining monies are all county funds.

There are several capital-related projects that the Department will be working on this next year including the radio communications study.

Sheriff Steve Michek and Amy Kaup will be working on a proposal and return in the next couple of months.

Basement Cell Phone Access Proposal

Sheriff Steve Michek reviewed agenda enclosure. He commented on the difficulty during the Wirtzel manhunt in lack of cell phone coverage in the basement which was used as the command center. The manhunt involved law enforcement agencies from Dane, Lafayette and Grant counties.

Two vendors submitted a total of three bids for outfitting the basement to received cell phone signal. Evans (EIC) quote was the lowest. The department has used this firm in the past.

Sheriff Steve Michek noted that the County's EOC mobile command center has similar problems and a less costly proposal will be obtained.

Motion by Sup. Phil Mrozinski second by Sup. Larry Steffes to concur with the Sheriff's recommendation to approve the purchase the cell phone amplifier proposal from Evans Industrial Communications in the amount of \$6,875, with funds to come from the Sheriff's Capital Radio-Communications account. Motion passed.

In Car Computer Project

Sheriff Steve Michek and Chief Deputy Jon Pepper commented on the compliments the Department received from Dane County law enforcement on the in-car technology access/features in the Iowa County Sheriff's Department patrol cars equipped with in-car computers.

The Tracs software feature allows deputies to complete reports in the field saving significant staff time. Additionally, once fully implemented - the electronic transfer of traffic citation information significantly reduces staff data input time in the Sheriff's Department, and Clerk of Court offices. Clerk of Court Carolyn Olson commented on the State Highway and City of Dodgeville Police Department use of electronic citation capabilities. There are approximately 50 data fields that each traffic citation requires to be entered.

Currently, 8 patrol units have the in-car computer technology and the 2009 budget request included outfitting the remaining 15 patrol units in the amount of \$10,370/unit for a total cost of \$155,550. Due to budget limitations, the request was not funded. As the Department has access to the unspent radio – communications funds, the Department is making a request to utilize these monies to outfit patrol units.

Sup. Mark Masters requested that information be developed that quantifies the time/cost savings and/or increased productivity of the in-car computer technology.

Sheriff Steve Michek and Amy Kaup will work on preparing a proposal to utilize the Sheriff's Department capital funds and return to the Committee after the radio communications study costs are determined.

(Sup. Ron Benish left at approximately 7:45 p.m.)

Noise Ordinance Review

Chief Deputy Jon Pepper is still in the process of collecting information from other counties and will update the Committee next month.

Sheriff's Dept. Report including Employment Update

Sheriff Steve Michek gave a brief report noting that union negotiations with the Teamsters continue.

Clerk of Court

Staffing Update

Carolyn Olson, Clerk of Court was present to review the staffing update with the Committee. The office staff consists of herself, two full-time deputy clerks and one 17 hour/week administrative

assistant (former title - secretary). The part time position qualifies for health insurance coverage as she is scheduled more than 50% of the 35 hour work week.

One of the two full-time deputy clerks accepted a lateral position in the Social Services Department. The Social Services Department clerical positions work 40 hours/week versus the Courthouse clerical positions at 35 hours/week. Carolyn has received permission from the County Administrator to fill the vacancy and the union posting has been done.

The part time employee who has worked with the department for 39 years has given her retirement notice effective January 9, 2009. Due to the individual employee's unique circumstances, work duties have been focused on filing (traffic citations, etc.), daily court calendar and jury work.

The County Administrator is not approving the filling of the part-time position and has offered the department staff from other departments such as the Register of Deeds in order to undertake the filing work that the part-time employee performed. Additionally with training, the employees from other offices could perform counter and phone duties not previously done by the part-time employee.

Carolyn expressed reluctance on the proposal and indicated there may be union issues related to differential wage rates that need to be resolved, vacation scheduling, etc.

The Clerk of Court also indicated that the department staff face increased levels of stress due to workload demands, etc. The staff turnover will result in the remaining full-time employee having less than one year in the department.

Committee members were generally in agreement with the County Administrators' position not to fill the part-time vacancy and to utilize staff from other departments.

Motion by Sup. Carol Anderson second by Sup. Phil Mrozinski to refer the Clerk of the Court part-time employee vacancy to the Administrative Services Committee for further clarification on the union pay scale differential issue. Motion passed.

10. The next meeting date was set for Tuesday, January 6, 2009 at 6:15 p.m., at the Sheriff's Department Lower Level Conference Room. (Note – the agenda had an incorrect date.)

11. Motion by Sup. Gerald Dorscheid, second by Sup. Greg Parman to adjourn the meeting. Motion carried.

Meeting adjourned at 8:00 p.m.

Minutes by Randy Terronez, County Administrator