

**Waupaca County  
Legislative, Judicial, Ethics, Safety & Security Committee  
December 2, 2015 – Room 3021**

Chair Kussmann called the meeting to order at 10:30 a.m. and gave the open meeting statement.

**Roll call:** Suprs. Kussmann, Mary Kay Poehlman, Dona Gabert, Terry Murphy, Fred Zaug. A quorum was established. Others present: Corporation Counsel Diane Meulemans, Clerk Mary Robbins, Judge Huber, Terrie Tews, Leighton Trice, Andy Carlin, and Al Kraeger.

**Agenda: Motion:** Supr. Gabert moved and Supr. Poehlman seconded the motion to approve the agenda. The motion was carried without a negative vote.

**Minutes-10/27/15: Motion:** Supr. Zaug moved and Supr. Gabert seconded the motion to approve the minutes of October 7, 2015 meeting. Motion carried without a negative vote.

**Public Comment** – No comments.

**Reports:**

**Judicial:** Judge Ray Huber updated the committee on the Probate Office moving next to the Clerk of Courts Office and Law Library, the estimate we were hoping for was approx. \$5,000, but that didn't include all the incidentals, such as wiring phone, computers etc. so the real estimate came in at \$13,000 to relocate. The committee indicated they would like to look at all options for room relocations or alterations; they will be working with Public Property Committee on this issue and on Security issues.

Judge Huber mentioned that the State has a goal of going totally paperless with filings for everything in 3 years time, he has managed to handle this, but still prefers paper.

**District Attorney – no report**

**Clerk of Circuit Court – Terrie Tews.** Spoke about the 2016 Court Safety and Security Conference for March 1-3 in Appleton, WI, if we sign up in groups of 3 or more it is the discounted price of \$195.00. Supr. Gabert and Supr. Poehlman would like to attend.

**Corporation Counsel – Diane Meulemans.** Diane distributed the Child Support monthly performance measures and collections for October, 2015. She praised her CSA staff for the hard work and excellent job they have been doing. Diane is going to be setting up her office in the Northwest corner of 3<sup>rd</sup> floor, Delyse is back with the group of Child Support workers, so they are all together. Diane's current location will be the office for the Assistant Corporation Counsel and 1 ½ support staff. Maintenance Supervisor and his staff have been wonderful to work with on the office changes, painting, hookups, etc.

**Resolutions:**

**Res. No. 33 (15-16) Pre-Disaster Mitigation Plan.** Emergency Management Director Andy Carlin reviewed the plan. FEMA every five years requires them to renew the plan in order to apply for any grants or funds. **Motion:** Supr. Zaug moved and Supr. Poehlman seconded the motion to approve forwarding this resolution to the full county board. Motion carried without a negative vote.

**Security Ideas.** Leighton Trice, Chief Deputy Al Kraeger, Emergency Management Director Andy Carlin. Discussion items such as card readers for every office door or nonpublic access places, better security cameras-upgraded, Front Doors closed at 9 p.m. First floor front counters may need to be glassed in or walled up with entry doors, gates on counters, remove manually operated gates.

The committee would like to have the US Marshall's Survey. The Judicial Security Committee should also be looking at ideas. Joint meeting with Public Property, Judicial Security Committee and Legislative, Judicial, Safety & Security.

**State/County Refugees – Supr. Zaug.** Fred said there was an excellent article in the NACo news report. He has nothing more at this time.

**Adjourn. Motion:** Supr. Zaug moved and Supr. Poehlman seconded the motion to adjourn the meeting at 11:40 a.m. Chr. Kussmann declared the meeting adjourned.

Mary A. Robbins, County Clerk

These minutes will be posted to the website prior to approval from the committee and are considered to be in draft form until approved at the next scheduled meeting.