

**Waupaca County  
Legislative, Judicial, Ethics, Safety & Security Committee  
May 9, 2016 - Minutes**

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: Clerk Mary Robbins, Diane Meulemans, Andy Carlin, Eric Halverson, Ryan Brown, Brent Wyland, Chuck Price, Ron Hansen, Judge Huber, Judge Clussman.

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

**Public Comment** – No comments.

**Approve minutes:** April 11, 2016 LJES&S Committee: Motion: Supr. Gabert explained with two typo corrections one with adding an “e” to the word Code and completing the word “and” on a motion she would move and Supr. Zaug seconded the motion to approve the minutes as corrected. Motion carried without a negative vote.

**Reports of LJES&S Depts.**

**Safety & Security Training Update. Emergency Management Director Andrew Carlin.** Andy stated 208 employees attended the meeting. Jesus Villahermosa will have the report completed approximately 3 weeks. After speaking with the Finance Director she suggested that all expenses be tracked through the project account that has been set aside for security capital expenditures. Supr. Poehlman emphasized that the front area needs to be dealt with as soon as possible and felt the badges and paging system should have been completed by maintenance in their routine upgrades.

**District Attorney John Snider.** D.A Snider asked to be excused he has court. Employee evaluations have been completed and turned into the Human Resource Department for further action.

**Clerk of Courts Terrie Tews:** Terrie spoke of the new e-filing, our county is one of the first to do this project because she had started a couple years ago of scanning records in everything will be on tablets or laptops for records. She has had an empty position and that will not be filled come June. August 15 mandated for CV, FA, SC & PA and then Criminal begins September. Our position that was eliminated as of June 30, 2016 has been vacant since January and we have not filled the vacancy we have just continued to cover the additional work.

Tablets are going to cost .01 cents per tablet and the monthly charge is \$75.00 for all 3 tablets to share 10 GB. New legislation that we can now only suspend DL for 1 year for failure to pay fines.

**Corporation Counsel:** Diane Meulemans presented March and April performance measures and collections for Child Support Agency. The Reports are on file with these minutes in the Clerk’s office. Staff assignments are working very well; they are hard workers and have been dealing with a lot of changes. Travis will be working collections. Mandatory e-filing, they will need 5 table top scanners, she has been working with Clerk Terrie Tews and Nick Carlin, from I.S. Dept.

**DHHS Director Chuck Price:** Mr. Price presented a Memo for a formal request to seek additional outside employment. The demand for training, presentations and consultation about what we’re doing in Waupaca County DHHS has grown. Topics such as Human Service Leadership, recruiting/retaining/developing a workforce are topics in large demand, he would like to flex his schedule to do this training on his own time. Letter is attached to these minutes in the Clerk’s office. The Committee would like to research this more as it would set a precedent and obtain a written memo from Corporation Counsel and place it on next month’s agenda.

**Resolutions/Ordinances:** Planning & Zoning Director Ryan Brown presented the following resolutions:  
Res. No. 6 (16-17) – Amend Waupaca County Code of Ordinance Ch. No. 45 Comprehensive Plan Map, Town of Farmington, PLUM-02-16. **Motion:** Supr. Zaug moved and Supr. Poehlman seconded the motion to forward to the full County Board for approval. Motion carried without a negative vote.

Res. No. 7 (16-17) – Amend Waupaca County Code of Ordinance Ch. No. 45 Comprehensive Plan Map, Town of Union, PLUM-03-16. **Motion:** Supr. Zaug moved and Supr. Gabert seconded the motion to forward to the full County Board for Approval. The motion carried without a negative vote.

Discussion by Judge Huber on placing Drug Court on next month's meeting, he asked for volunteers to serve on a Policy and Procedures Committee. Fred Zaug and Mary Kay Poehlman volunteered; they will need to have Co. Bd. Chr. appoint them to this committee to receive per diem.

**Adjourn: Motion:** Supr. Poehlman moved and Supr. Gabert seconded the motion to adjourn at 10:40 a.m. The motion carried without a negative vote. The meeting was adjourned.

Mary Robbins, County Clerk