

**Waupaca County
Legislative, Judicial, Ethics, Safety & Security Committee
January 9, 2017 - Minutes**

Chair Kussmann called the meeting to order at 9:00 a.m. and gave the open meeting statement.

Roll call: Suprs. Kussmann, Mary Kay Poehlman, Dona Gabert, Terry Murphy were present. Fred Zaug was excused. A quorum was established. Others present: Jill Lodewegen, Diane Meulemans, Terrie Tews, Ron Hansen, Ryan Brown, Andy Carlin, Sheriff Hardel.

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

Approve minutes: Motion: Supr. Poehlman moved and Supr. Gabert approved the minutes of the December 19, 2016 meeting. Motion carried without a negative vote.

Public Comment – No comments.

Reports of LJES&S Depts.

Judicial – None

District Attorney Veronica Isherwood – None

Clerk of Courts Terrie Tews: E-file system ready to go before deadline. E-file allowed department to go down by one position. New chairs have been purchased for \$11,000 and received for courtrooms and jury deliberation rooms. Two large trials will be starting in the next week.

Corporation Counsel Diane Meulemans: Child Support Agency Reports were presented for the month of December, performance measures and collections, monthly caseloads on file with these minutes. It was noted that the agenda stating a December 2015 report, however it should have been 2016.

CTY 2017 Preliminary Contract Funding reports were presented with Waupaca County awarded \$264,067. Report on file with these minutes.

CHIPS/TPR Transition took place January 9, 2017. New forms were shared at kickoff meeting. Anticipate better records going forward. Also new revenue source for department with about 39% from state for legal services and costs for TPR cases and 28% from state for legal services and costs on CHIPS.

Security in the Courthouse – Ron Hansen, Andy Carlin. Ron reported that crisis reality study findings on hold until facility study is completed. Some card readers can be replaced without waiting for facility study. Andy noted that there is training every month for new employees where he gives an overview for security. All employees are welcomed and encouraged to attend even if they have been with the county for some time. He will remind department heads of this.

Training for Security – Sheriff Hardel Dane County offers a roughly 4 hour active shooter type training, but they are very backed up. In order to do, will need to shut down courthouse. Other options is the 1 hour training that Emergency Management does. Important that each department has a plan. Active shooter type training done by the Sheriff Department could be done floor by floor but needs to be mandatory with half of the employees being done in two sessions to cover everyone. Also important that each department knows where they should go in different situations including committee members. Emergency Management would be willing to not only train with each individual department but also be put on each committee's agenda and do an

approximate 30 minute training with them as well. Individual concerns can be brought up in these meeting such as on-site visit concerns, weather events etc. Ron Hansen also mentioned that he would be attending the National Criminal Justice Training Center, Court Safety and Security Conference March 7-9 in Appleton if anyone was interested in attending.

Resolutions/Ordinances:

Res. No. 30 (16-17) Amend Ch. 45 of the General Code of Ordinances, Comprehensive Plan Map, Town of Helvetia, PLUM-01-07 **Motion:** Supr. Poehlman moved and Supr. Gabert seconded the motion to approve the resolution and forward to the full county board. Motion carried without a negative vote.

Next meeting date: Second Monday of the month, February 13, 2017 at 10 a.m., Room 1068. Keep on Agenda Andrew Carlin and Ron Hansen for an update on security progress.

Adjourn: Motion: Supr. Poehlman moved and Supr. Gabert seconded the motion to adjourn at 9:50a.m. The motion carried without a negative vote. The meeting was adjourned.

Jill Lodewegen
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.