

**Waupaca County
Legislative, Judicial, Ethics, Safety & Security Committee
August 7, 2017 - Minutes**

Chair Kussmann called the meeting to order at 10:00 a.m. and gave the open meeting statement.

Roll call: Suprs. Kussmann, Dona Gabert, Terry Murphy, Mary Kay Poehlman and Fred Zaug were present. A quorum was established. Others present: Jill Lodewegen, Diane Meulemans, Terrie Tews, Jason Snyder, Amanda Welch and Judge Huber.

Agenda: Motion: Supr. Zaug moved and Supr. Gabert 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 July 10, 2017 meeting. Motion carried without a negative vote.

Public Comment – No comments.

Chapter 2 of the General Code of Ordinance – The committee discussed the current per diem rate. **Motion:** Supr. Gabert moved and Supr. Zaug seconded the motion to make no change in the per diem rate. Motion carried without a negative vote.

Supr. Poehlman requested that the committee consider amending the chapter which notes that no NACO meetings shall be compensated and as well as adding those fees to the budget. She asked the committee to consider the registration cost to attend at least one of the regional meetings with early bird registration being approximately \$500. She also noted with the committee that she attends two meetings a month via conference call since she sits on two committees. Discussion followed. **Motion:** Supr. T. Murphy moved and Supr. Gabert seconded the motion to forward to the Finance/Human Resource Committee to pay for attendance at two of the regional meetings as well as complete travel expenses for one regional meeting. Motion carried without a negative vote. Supr. Poehlman abstained from the vote.

Safety Committee Update – Amanda Welch, Human Resource Director/Administrative Coordinator updated the committee on the safety committee. She distributed a log noting required trainings needed and number of employees that require that training. The committee was able to identify where training resources could be shared amongst departments, noting that some trainings will be able to be address by handouts or online while others will require on-site training.

Reports of LJES&S Depts.

Judicial – Judge Huber presented the Judicial Budget indicating a small increase of less than \$2,000 from last year's budget. **Motion** Supr. Poehlman moved and Supr. Gabert seconded the motion to forward Judicial Circuit Court budget to the Finance/Human Resource Committee. Motion carried without a negative vote.

Judge Huber also presented the Drug Court Program budget. At this time, donations are not known so the budget reflects none, so all expenses for staff, treatment and training have an impact of \$157,565. **Motion** Supr. Poehlman moved and Supr. Zaug seconded the motion to forward the Drug Court Program budget to the Finance/Human Resource Committee. Motion carried without a negative vote.

Finally, the Judge noted that the Memorandum of Understanding (MOU) with the Department of Corrections to use COMPAS had not been received and requested that it be added to the next agenda along with additional MOU's that the drug court program requires.

District Attorney – No report

Clerk of Courts: – Ms. Tews discussed Circuit Court Bailiff's Wages indicating that Human Resources will be taking a resolution to the Finance/Human Resource committee this Wednesday. Hire rate would be \$10, 1 year rate \$10.50 and 3 year rate \$11. **Motion** Supr. T. Murphy moved and Supr. Poehlman seconded the motion to approve and forward on to the Finance/Human Resource Committee. Motion carried without a negative vote.

She also presented her 2018 Clerk of Courts budget noting that her revenue is up and expenses are the same resulting in a decrease tax levy of approximately \$20,000 from 2017. **Motion** Supr. Gabert moved and Supr. Zaug seconded the motion to forward Clerk of Courts budget to Finance/HR Committee. Motion carried without a negative vote.

Lastly she told the committee about the State Department of Collections service that she is now using for collections. The service is free for her to use and since January has collected around \$20,000 of fees that she felt would not have been able to get using our normal methods.

Corporation Counsel Diane Meulemans: Ms. Meulemans presented the Corporation Counsel/Child Support Agency 2018 budget indicating that although levy impacts show an increase of approximately \$13,500, that is due to her budget now showing indirect cost of \$60,239. Previously those numbers were not noted in the budgets. Factoring out that \$60,000+, she would have shown a reduction in her budget by a little over \$45,000. **Motion** Supr. Poehlman moved and Supr. Gabert seconded the motion to approve and forward on to the Finance/Human Resource Committee. Motion carried without a negative vote.

Regarding the Corporation Counsel department, Ms. Meulemans updated the committee on case load divisions between Assistant Corporation Counsel Dave Been and herself. She also informed them that her legal secretary position is still open and currently on hold.

Due to this meeting being earlier in the month, Child Support Agency Reports for the month of July with performance measures and collections, monthly caseloads were not available yet. Other Child Support Agency discussion included staff attending the October WCSEA Conference in Wisconsin Rapids and a onetime e-filing reimbursement for Department of Children and Families Contract Funding.

Resolutions/Ordinances:

Res. No. 15 (17-18) Amend Ch. 45 of the General Code of Ordinances, Town of Dayton and Town of Wyoming. **Motion:** Supr. Zaug moved and Supr. Poehlman seconded the motion to approve the resolution and forward to the full county board. Motion carried without a negative vote.

Chair Kussmann asked that Outagamie Resolution 12 (17-18) regarding jail sale and inventory of facilities be passed on to the Law Enforcement Chair and Sheriff for review.

Adjourn: Motion: Supr. T. Murphy moved and Supr. Zaug seconded the motion to adjourn at 11:35 a.m. The motion carried without a negative vote. The meeting was adjourned.

Jill Lodewegen
County Clerk