



JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

November 12, 2014

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Gene Thom at 4:30 PM on November 12, 2014 in the County Board room of the Green Lake County Justice Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Gene Thom - Chair
Sue Wendt – Vice Chair
Debra Schubert
Michael Starshak

Others Present:

Lori Evans, Admin. Asst. Sheriff
Sheriff Mark A. Podoll
Judge Slate
Chief Deputy Mark Putzke

Diane Meulemans, Corp. Counsel
Tony Daley, Berlin Journal
DA Andrew Christenson
Clerk of Circuit Court, Sue Krueger

AGENDA

Motion/Second (Starshak/Wendt) to approve the agenda. All Ayes. Motion carried.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by the group.

MINUTES

Minutes from the October 8, 2014 meeting were read. *Motion/Second (Schubert/Starshak)* to approve the minutes as presented. All Ayes. Motion carried.

PUBLIC COMMENTS

None

CORRESPONDENCE

Thank you from CHN to Patti Crump and Josh Ward for their help at the Heroin Summit. Thank you from HCE to Sheriff Podoll for sharing his talents and expertise in the Mayhem Management Planning for Disasters and to Detective Josh Ward and Max for their K-9 Demo. Thank you from Jefferson County, Clark County and Wood County to Lori Evans for all of her help in the Wisconsin Sheriff's Administrative Professionals group. Thank you to Bev Zick expressing appreciation for her quick response and detailed information in a recent records request that was made. Thank you from ASTOP expressing appreciation for the great job Deputy Scott Cody did while working with a sexual assault victim recently.

FILING OPEN POSITION – JUDICIAL ASSISTANT

Judge Slate explained that Amy Thoma will be taking the position of Clerk of Circuit Court in January and that it is necessary to fill her position upon vacancy. *Motion/Second (Wendt/Starshak)* to approve the request for filling the position. All Ayes. Motion carried. Discussion was held regarding Amy spending some of her time learning the Clerk of Circuit Court job duties while working as Judicial Assistant. The Committee agreed that as long as she got her Judicial Assistant job duties done it would be a good idea for her to spend time learning the Clerk of Circuit Court job duties.

PURCHASE REQUESTS

Judge Slate presented a request for 1 scanner for the Clerk of Courts Office, 4 Monitors for the Court room, 2 monitors for the Register and Probate and Judicial Assistant and 4 monitors for the Clerk of Court, all to come from the upgrade account. *Motion/Second (Wendt/Starshak)* to approve the purchases as requested. All Ayes. Motion carried.

VOLUNTARY UNPAID LEAVE REQUESTS

None

DEPARTMENT COMMENTS

The Department Heads had no comments in an effort to keep the meeting short as County Board will be meeting shortly after our meeting is adjourned.

TRAINING

Motion/Second (Schubert/Starshak) to approve the training requests for the Sheriff’s Office that were distributed at the meeting. All Ayes. Motion carried.

BUDGET ADJUSTMENTS

None

COMMITTED FUNDS FOR 2015

There were several letters in the packet along with last year’s resolution regarding Committed Funds. Lori Evans distributed a copy of the listing of accounts that are being requested. *Motion/Second (Wendt/Starshak)* to approve the requests for Committed Funds as they appear on the list and forward them on to Finance and then to County Board. All ayes. Motion carried.

MONTHLY SHERIFF REPORTS AND MONTHLY EXPENSE/REVENUE REPORTS

Motion/Second (Wendt/Starshak) to approve the monthly Sheriff’s Office Reports and Revenue and Expense Reports. All Ayes. Motion carried.

MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated November 12, 2014 for the following offices in the following amounts:

Child Support:	\$	705.62
Clerk of Circuit Court:	\$	7,100.56
Coroner:	\$	657.54
District Attorney:	\$	1,044.81
Emergency Management	\$	329.00
Judge-Circuit Court:	\$	4,967.44
Sheriff’s Office:	\$	51,664.25

Motion/Second (Schubert/Starshak) to approve all of the above claims. All Ayes, Motion carried.

The committee reviewed and signed the monthly claim for the payment dated November 12, 2014 for the following office in the following amount:

Clerk of Courts: § 96.24 (For Sue Wendt)

Motion/Second (Schubert/Starshak) to approve all the above claims. Three Ayes, Wendt-Abstained. Motion carried.

CLOSED SESSION

Motion/second (Wendt/Schubert) to move into closed session per ss. 19.85(1); (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This closed session relates to interviews. Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. Four Ayes. No Nays. Motion carried. Moved into closed session at 4:55 p.m.

RECONVENE INTO OPEN SESSION

Motion/second (Schubert/Starshak) to move into open session Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. Four Ayes. No Nays. Motion carried. Moved into open session at 5:03 p.m.

ANNOUNCE FINDINGS OF CLOSED SESSION

Motion/Second (Starshak/Schubert) to approve the Sheriff's Office PT Master Control Applicant, Tom Nickel and have him continue on in the hiring process. All Ayes. Motion carried.

LEXIPOL

None for today. Chairman Thom requested that in January we commence working on Lexipol again.

COMMITTEE DISCUSSION

None

NEXT MEETING DATE

The next meeting is set for December 10, 2014 at 4:30 p.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

ADJOURN

Motion/Second (Schubert/Starshak) to adjourn. All Ayes. Motion carried. Meeting adjourned at 5:05 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff