



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**January 15, 2014**

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Chairman Gene Thom 4:30 PM on January 15, 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, Chairman  
Debra Schubert, Vice-Chairman  
Sue Wendt  
Michael Starshak

Others Present:

Sheriff Mark Podoll  
Lori Evans, Admin. Asst. Sheriff  
Dan Hurst, Corporation Counsel  
Judge Slate  
Darlene Strey, Coroner  
JoAnne Guden, County Board Member

Mark Putzke, Chief Deputy  
Sue Krueger, Clerk of Circuit Court  
Joy Waterbury  
Tony Daly – Berlin Journal  
Jack Meyers, County Board Chairman

## **AGENDA**

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

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by the group.

## **MINUTES**

Minutes from the December 11, 2013 Judicial and Law Enforcement Committee meetings were included in the packet. *Motion/Second (Schubert/Wendt)* to approve the minutes as presented. All Ayes. Motion carried.

## **PUBLIC COMMENTS**

None

## **APPEARANCES**

None

## **APPEARANCES – PUBLIC COLLECTIONS**

None

## **CORRESPONDENCE**

Thank you from Dick Wilkinson to Deputy Matthew Vande Kolk for the assistance he gave to Mr. Wilkinson with a recent slide-off and subsequent towing. He was very pleased with the courteous help Deputy Vande Kolk gave him and stated that he owed him a debt of gratitude.

## **Drug Court**

Judge Slate reported that his grant application is still under review. Waushara County's grant was approved. He will keep the Committee advised.

## **PURCHASE REQUESTS**

None

## **SMART PHONES**

Chief Deputy Putzke explained that technology involving communications devices is evolving rapidly. Recently there have been numerous occasion during which our Detectives have had the need to access internet information, share data or have texting capabilities. They do not have MDC's in their squads and Ipads are too cumbersome for their needs. It was requested that Smart Phones be purchased for two of the three Detectives. One Detective has this communication through other resources. One of the Smart Phones will be paid for through the ICAC Grant, the

other will be paid for through Sheriff's Office funds. *Motion/Second (Wendt/Schubert)* to approve the use of the Smart Phones. All Ayes. Motion carried.

## **RESOLUTIONS AND ORDINANCES**

None

## **VOLUNTARY UNPAID LEAVE REQUESTS**

None

## **DEPARTMENT COMMENTS**

The Judge and the Coroner reported that all is well in their Departments.

The Sheriff reported that the new boat has arrived and he is very pleased with it. He thanked the Committee for their assistance in obtaining it. He commended the Communications Center and Patrol for the great job they have done in the past few weeks with all of the snow and ice storm related incidents. He also reported that annual in-house training for DAAT has begun.

Chief Deputy Putzke reported that Lexipol has been released to staff and training in the use of the Policy and Procedure format has begun. So far it has been well received.

Corp. Counsel Hurst reported that he just finished with a two day jury trial at which the jury unanimously returned a verdict in his favor after a very short deliberation.

Sue Krueger, Clerk of Circuit Court updated the Committee on the credit card fees in her office. Her goal will be to additionally set up credit card payments through WI CCAP and encourage people with Green Lake County fines and forfeitures to use CCAP to pay. She will continue to use the credit card services that we currently have through Wind River Financial as not all fees can be paid through CCAP and CCAP only accepts Mastercard, whereas Wind River also accepts VISA and Discover.

## **TRAINING AND OUT OF STATE TRAVEL**

*Motion/Second (Wendt/Starshak)* to approve the Annual and Monthly Sheriff's Office training requests that were distributed at the meeting. All Ayes. Motion carried.

## BUDGET ADJUSTMENTS

Lori Evans explained to the Committee that after talking with the Clerk's Office it was agreed to let the auditor do all of the Recidivism Reduction budget adjustments in the Spring.

## MONTHLY SHERIFF REPORTS

*Motion/Second (Starshak/Wendt)* to approve the monthly Sheriff's Office Reports. All Ayes. Motion carried.

## MONTHLY EXPENSE AND REVENUE REPORTS

*Motion/Second (Schubert/Starshak)* to approve the monthly Expense and Revenue Reports. All Ayes. Motion carried. The Committee expressed its appreciation to all of the Departments for the hard work they do in maintaining the budgets as well as they do.

## MONTHLY VOUCHERS

The committee reviewed and signed the monthly claims for payment dated January 15, 2014 for the following offices in the following amounts:

	2013	2014
Child Support:	\$ 4,938.66	\$ 240.00
Clerk of Circuit Court:	\$ 18,313.53	\$2,519.25
Coroner:	\$ 1,221.18	
District Attorney:	\$ 1,315.22	
Emergency Management	\$ 113.19	
Judge-Circuit Court:	\$ 5,979.30	
Sheriff's Office:	\$ 160,740.60	\$43,470.35

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

The committee reviewed and signed the monthly claim for the payment dated January 15, 2014 for the following office in the following amount:

Clerk of Courts: \$ 96.26 (For Sue Wendt for 2014)

*Motion/Second (Schubert/Starshak)* to approve all the above claims. 3 Ayes, Wendt-Abstained. Motion carried.

## **CLOSED SESSION**

*Motion/second (Schubert/Starshak)* to move into closed session per ss. 19.85(1) (5), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Evaluations and discussion on Exit Interview letter from an employee in the Clerk of Courts. Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. All Ayes. No Nays. Motion carried. Moved into closed session at 4:58 p.m.

## **RECONVENE INTO OPEN SESSION**

*Motion/second (Starshak/Wendt)* to move into open session Roll call vote: Schubert – Aye, Starshak-Aye, Thom-Aye, Wendt-Aye. All Ayes. No Nays. Motion carried. Moved into open session at 5:36 p.m.

## **ANNOUNCE FINDINGS OF CLOSED SESSION**

Chairman Thom reported that the Committee approved the evaluation for Corrections Officer Adam Quade and the evaluation should be sent to the Clerk's Office for his personnel file.

## **POLICIES AND PROCEDURES**

There was an e-mail included in the packet from Chief Deputy Putzke to all of the Judicial/Law Enforcement Committee members regarding the corrections and revisions he had made to the Lexipol Policies and Procedures that were discussed at the December 11, 2013 meeting. In addition to the information in the e-mail, Chief Deputy Putzke gave the answers to the various questions that had come up at the December 11, 2013 Committee meeting. Aside from typographical errors, the only changes to Lexipol that were made were:

### 302.4.1 – Use of Force Review Board

- e. Any other individuals, including the possibility of a civilian(s), whom the Sheriff of Green Lake County deems as necessary.

### 318.5.2 (k) 4 hours was changed to habitable

### 318.5.2 (c) vehicle may remain with the handler unless otherwise directed

### 320.9.3 Consistent with Corrections/Custody Policy (#402.2.3), the Correctional Center provides notice to Regional Domestic Abuse Services, who in turn notifies the victim, concerning the release of a person arrested for domestic abuse.

## **COMMITTEE DISCUSSION**

Agenda items for the next meeting should include the Drug Court and for closed session a listing for discussion of an outstanding juvenile detention bill.

## **NEXT MEETING DATE**

Next regular meeting set for February 12, 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 (Starshak/Schubert)* to adjourn. All Ayes. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Lori Evans, Committee Secretary, Administrative Assistant to the Sheriff