



MANITOWOC COUNTY
PUBLIC SAFETY COMMITTEE
2nd AMENDED MEETING NOTICE

DATE: February 13, 2013
TIME: 5:00 p.m.
PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration, correction as required and approval of December 12, 2012 committee meeting minutes.
3. Correspondence, if any.
4. Public Input.
5. Discussion and possible action regarding Division of Emergency Services requests:
 - a. Resolution Authorizing Out-of-State Travel for Nancy H. Crowley to attend annual National Radiological Emergency Preparedness Conference and Steering Committee and Board meetings in Austin, TX April 6 through April 12.
 - b. Resolution Authorizing Out-of-State Travel for Connie Bashaw to attend the Annual Aegis MSP Users Conference in Scottsdale, AZ April 21 through April 24, 2013.
6. Report from Division of Emergency Services Director Nancy Crowley regarding operations and response to any questions from supervisors
7. Discussion and possible action regarding Sheriff Department requests:
 - a. Resolution Accepting Donation from the Wisconsin County Police Association.
 - b. Resolution Accepting Click It Or Ticket Enforcement Grant Funds.
 - c. Provide Information, Discuss, and Possible Action of Remaining .15 Jail Nurse Position and the Conversion to a .20 Jail LPN Position.**
8. Report from Sheriff Robert Hermann regarding Jail Staffing and part-time corrections officer employee insurance cost and response to any questions from supervisors.
9. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa regarding probate office operations including preliminary year-end budget and case statistics and plans for 2013 as well as participation in Juvenile Detention Alternative Initiative trainings.
10. Announcements – Next meeting date – March 13, 2013.
11. Adjournment.

Date: February 6, 2013

Amended: February 11, 2013 @ 4:32 p.m.

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the February 13, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor James Baumann and Supervisor Dave Nickels.

Excused: Supervisor Randy Vogel.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Coroner Curtis Green.

Additional Persons Present: Inspector Gregg Schetter.

Call to Order: Chairperson Henrickson called the meeting to order at 5:01 p.m.

Approve Minutes of December 12, 2012 Public Safety Committee meeting: Supervisor James Baumann moved to approve the minutes of the December 12, 2012 Public Safety Committee, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Public Input:

Chairperson Henrickson called for public input. Curtis Green, in his capacity as a first responder and as constable for _____ spoke on concerns regarding the newly installed Manitowoc County Radio system. Chairman Henrickson also allowed Mr. Green to comment in his capacity as Coroner. The system is faulty and he is not getting urgent calls. This includes occasions when he is at his office in the courthouse as well as when he is at home. This situation places the community at risk as it is happening to other individuals as well. He asks that the committee look into the matter since it is one of public safety. Chairman Henrickson asks a few questions and indicates he will also explore the matter and report further at a future meeting.

Chairperson Henrickson called three times for additional comments. Seeing none, public input closed at 5:27 p.m.

Department Reports:

Emergency Services: Division Director Nancy Crowley was not present, but Chairman Hendrickson presented two resolutions:

- a. Resolution Authorizing Out-of-State Travel for Nancy H. Crowley to attend annual National Radiological Emergency Preparedness Conference and Steering Committee and Board meetings in Austin, TX April 6 through April 12. Supervisor Dave Nickels moved to approve the resolution and Supervisor James Baumann seconded the motion. Upon vote, the motion passed unanimously.

- b. Resolution Authorizing Out-of-State Travel for Connie Bashaw to attend the Annual Aegis MSP Users Conference in Scottsdale, AZ April 21 through April 24, 2013. Supervisor Dave Nickels moved to approve the resolution and Supervisor Mark Kopecky seconded the motion. Upon vote, the motion passed unanimously.

Sheriff Department: Inspector Gregg Schetter presented two resolutions:


- a. Resolution Accepting Donation from the Wisconsin County Police Association. This is \$500 which will be used to support the Honor Guard. Brief discussion. Supervisor Dave Nickels moved to approve the resolution and Supervisor Mark Kopecky seconded the motion. Upon vote, the motion passed unanimously.
- b. Resolution Accepting Click It Or Ticket Enforcement Grant Funds. This provides for acceptance of \$4000 in funds for equipment purchases. Supervisor James Baumann moved to approve the resolution and Supervisor Mark Kopecky seconded the motion. Upon vote, the motion passed unanimously.
- c. Inspector Schetter then provided information to the committee about the conversion of the remaining .15 Jail Nurse Position to .20 Jail LPN Position. The Committee discussed this and is in agreement.
- d. Inspector Schetter also provided a report regarding Jail Staffing and part-time corrections officer employee insurance cost, as well as the resulting concerns about retention. He updated the committee on actions in the personnel committee and responded to questions from supervisors.

Register in Probate: Register in Probate/Circuit Court Commissioner Patricia Koppa regarding probate office operations including preliminary year-end budget and case statistics and plans for 2013 as well as participation in Juvenile Detention Alternative Initiative trainings. There will be a resolution next month regarding that training, though Commissioner Koppa will not be in attendance. Commissioner Koppa responded to questions regarding the use of video conferencing in court proceedings.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for March 13, 2013 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor Mark Kopecky moved to adjourn, Supervisor Dave Nickels seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 6:00 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Patricia Koppa". The signature is fluid and cursive, with a large initial "P" and "K".

Patricia Koppa
Manitowoc County Register in Probate



MANITOWOC COUNTY
PUBLIC SAFETY COMMITTEE
AMENDED MEETING NOTICE

DATE: March 13, 2013
TIME: 5:00 p.m.
PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration, correction as required and approval of February 13, 2013 committee meeting minutes.
3. Correspondence, if any.
4. Public Input.
5. Discussion and possible action regarding Register in Probate/Circuit Court Commissioner request:
Resolution Authorizing Out-of-State Travel for Patricia Koppa.
6. Discussion and possible action regarding Sheriff Department requests:
 - a. Resolution Authorizing Out-of-State Travel for Brenda Christianson.
 - b. Resolution Authorizing Inmate/Detainee Health Services Contract with Advanced Correctional Healthcare, Inc.
7. *Supervisor Baumann's report and discussion regarding Manitowoc County Jail food service (documents previously provided to supervisors).*
8. Chairman's report and discussion regarding findings as to radio system concerns.
9. Announcements – Next meeting date – April 10, 2013.
10. Adjournment.

Date: March 7, 2013
Amended: March 11, 2013 @ 3:20 p.m.

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the March 13, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Randy Vogel, Supervisor Mark Kopecky, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Coroner Curtis Green, Sheriff Robert Hermann

Call to Order: Chairperson Henrickson called the meeting to order at 5:01 p.m.

Approve Minutes of February 13, 2013 Public Safety Committee meeting: Supervisor Mark Kopecky moved to approve the minutes of the February 13, 2013 meeting of the Public Safety Committee, second by Supervisor Dave Nickels. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:02 p.m.

Department Reports:

REGISTER IN PROBATE In the absence of Patricia Koppa, Register in Probate/Circuit Court Commissioner, Chairman Hendrickson presented her request regarding Resolution Authorizing Out-of-State Travel for Patricia Koppa. The Human Services Board previously approved regarding that department's employees. Supervisor Dave Nickels moved to approve the Resolution. There was a second by Supervisor Randy Vogel. Upon vote, the motion carried unanimously.

SHERIFF Sheriff Robert Hermann presented two requests for motions to approve resolutions for presentation to the County Board. The first is a Resolution Authorizing Out-of-State Travel for Brenda Christianson. After discussion, Supervisor James Baumann moved to approve the Resolution and Supervisor Mark Kopecky provided the second. Upon vote, the motion carried unanimously. The second request was to approve a Resolution Authorizing Inmate/Detainee Health Services Contract with Advanced Correctional Healthcare, Inc. This was discussed and Supervisor Dave Nickels moved for approval. Supervisor Randy Vogel seconded the motion and the motion carried unanimously.

Supervisor Reports:

Chairman Henrickson reported regarding findings as to radio system concerns. The other supervisors joined in with their thoughts. It was decided this was a Public Works concern as well as a Safety Comm. Concern. Chairman Hendrickson will set up a joint meeting of the two committees and have everyone present that it affects.

Announcements:

Next regular committee meeting date – April 10, 2013, 5:00 p.m. in B-15 of the courthouse.

Adjournment:

Supervisor Mark Kopecky moved to adjourn. There was a second from Supervisor Randy Vogel. Upon vote, the motion carried unanimously and the meeting adjourned at 5:39 p.m.

Respectfully submitted for Supervisor James Baumann, Committee Secretary.


Circuit Court Commissioner/Register in Probate



**MANITOWOC COUNTY
PUBLIC WORKS COMMITTEE
&
PUBLIC SAFETY COMMITTEE
JOINT MEETING NOTICE**

DATE: April 10, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Admin Building – 1110 S 9th Street, Manitowoc
Conference Room A

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Manitowoc County Radio System –Update, Discussion and Possible Action
2. Adjourn Meeting

Date: April 2, 2013

Donald Weiss, COMMITTEE CHAIRPERSON

By: Jeffery Beyer, Public Works Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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MINUTES OF JOINT PUBLIC WORKS & PUBLIC SAFETY COMMITTEES MEETING

Held Wednesday, April 10, 2013

Location: Manitowoc County Admin Building – 1110 S 9th Street, Manitowoc – Conference Room A

Present:

Public Works Committee Supervisor D.Weiss, D. Korinek, B. Cavanaugh, R. Gerroll, M. Rasmus

Public Safety Committee Supervisor R.Henrickson, J. Baumann, M. Kopecky, D. Nickels, R. Vogel

Also Present:

J. Beyer, G. Neuser, J. Krizek, B. Ziegelbauer, Lynn Schneider, Mark Rohrer, Lynn Zigmunt, Brian Kohlmeier, Bridget Brennan, Bill Riesterer, Curt Green, Pat Koppa, Bill Manis, Angela Kedrowski, Robert Hermann

Absent & Excused: None

Called to Order The meeting was called to order at 5pm by the Public Works Committee Chairperson.

Update, Discussion and possible action on the Manitowoc County Radio System –

Weiss explained the reason for the joint meeting between the Public Works and Public Safety committees.

Beyer was asked to give a brief history of the Radio Project and where we are now.

Items reported on:

- History of how we came to have an 800 system with the VH1 overlay, noting that lack of available frequencies was the driving force behind going to 800 for the Sheriff's Dept. and Highway Dept.
- Based on FCC rules, maxed out on power on all VHF frequencies.
The VHF/800 Gateway is a county-wide mobile frequency for law enforcement. Portable coverage in the open on the Gateway frequency is good, but is not County-wide and was never intended to be as it was licensed by the FCC as a mobile frequency.
- Jurisdictions establish the protocols and policies for the radio systems use with the Joint Dispatch Center (JDC). Public Works (PW) only provides technical support.
- PW responds to issues as soon as possible.
- Discussion topics included scenarios of issues that could arise, frequency channels, additional towers and bringing in an outside agency to provide an analysis.

Motion was made by Henrickson, seconded by Baumann to contact the State regional coordinator to work with agencies and law enforcement on the existing radio system and report back to the Public Safety Committee and PW Committee on recommendations. Motion carried unanimously.

Adjournment

Motion was made by Gerroll, seconded by Vogel to adjourn the solid waste meeting at 5:35pm. Motion carried unanimously.

Minutes taken by Krizek and Beyer

Signed by Gerroll



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: April 10, 2013
TIME: Immediately Following 5:00 p.m. Joint Meeting with Public Works
PLACE: Manitowoc County Administration Building (Room A)
1110 South 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, March 13, 2013 committee meeting minutes.
3. Correspondance
4. Public Input.
5. Report from District Attorney Mark Rohrer: Request for approval of restructuring staff position to Office Supervisor and recommendation to personnel committee.
6. Report from Clerk of Court Lynn Zigmunt.
 - a. Financial report on the year ending 12-31-12.
 - b. YTD actuals, collections and additional hours for the months of January through March 2013.
 - c. Staffing update.
 - d. Technology update.
7. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa
 - a. Report of Economic Interest
 - b. Effect of Clerk of Court technology requests upon Register in Probate Office
 - c. Report regarding information received during JDAI Fundamentals Training
8. Announcements – Next meeting date – May 8, 2013.
9. Adjournment

Date: April 3, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Manitowoc County Administrative Office Building,
Conference Room A
City of Manitowoc

Minutes of the April 10, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Randy Vogel, Supervisor Mark Kopecky, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Clerk of Court Lynn Zigmunt, Sheriff Robert Hermann, District Attorney Mark Rohrer, County Executive Bob Ziegelbauer

Members of the Public: Brian W. Kohlmeier, Lynn Schneider, Bridget Brennan, Bill Riesterer, Bill Manis, Angela Kedrowski

Call to Order: Chairperson Henrickson called the meeting to order at 5:38 p.m.

Approve Minutes of March 13, 2013 Public Safety Committee meeting: Supervisor Randy Vogel moved to approve the minutes of the March 13, 2013 meeting of the Public Safety Committee, second by Supervisor Jim Baumann. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called for public input.

Captain Brian Kohlmeier of the Two Rivers Police Department addressed some general concerns his agency has had since installation of the new system. Their calls with the Sheriff Department have gone well. However, he is concerned by the Kiel incident during which contact could not be easily established. A channel change does not resolve the issue. Kiel is not fully in range of the gateway and thus other options must be used. If officers must try each of a series of options, time is lost. Captain Kohlmeier gave additional examples of problems. He believes the gateway is not functioning as needed. He is in agreement that all agencies must work together and believes they will as they have in the past.

Deputy Chief of the Manitowoc Police Department, Bridget Brennan spoke next regarding what she recalled being promised regarding the new system versus what has occurred. The system does not provide seamless options. Portable communication is not as effective as in the past. Policy discussions should have taken place prior to activation of the new system, as there is now risk to officer safety. She feels there are too many dead spots and that the system was a step backwards.

Valders Chief of Police William Riesterer stated that he has not personally encountered any problems. He does not believe that the system installed is the same as the system promised by Motorola; what was installed is not sufficient to meet the need.

Fire Chief William Manis of Manitowoc spoke in that capacity and as president of the county fire department association. He had been in the early discussions and was concerned when the number of towers was reduced. The system is not working when users are indoors. Pages are not being received and the portables cannot get the necessary connection with the radios even when located adjacent to the structure. St. Nazianz's Fire Department has independently contracted for a service to boost signals. The inability to request help from inside a building presents a significant danger. This is not something that can be resolved by the regional coordinator. It is an equipment issue. He asked that the county go back to Motorola and get what was wanted and needed at the outset.

Captain Kohlmeier spoke again. Chief Manis raised an important point: bridging channels are not monitored full time at joint dispatch. The officers do not know if they are being heard or not. They cannot determine which step others in the group are on as they try to reach each other.

Angela Kedrowski is an employee at joint dispatch. She confirmed that the channels are not monitored at this time. It is therefore necessary to call dispatch to make contact rather than stepping through the channels.

Supervisor Jim Baumann asked a question of Chief Manis regarding whether other fire departments have encountered problems. Chief Manis replied that they had, had reported them to Public Works Director Jeff Beyer and that there has been as much effort as possible to solve the problem. It simply cannot be done with this equipment.

Supervisor Randy Vogel also commented.

Chairman Henrickson made some closing remarks that he would speak further with Director Beyer and ask about cost of additional equipment. He then called for additional public input, and there being no one with further comments, closed public input at 6:03

Department Reports:

1. Report from District Attorney Mark Rohrer: Request for approval of restructuring staff position to Office Supervisor and recommendation to personnel committee.

District Attorney Rohrer handed out a series of email correspondence that he had with the personnel office regarding restructuring the staff positions in his office to allow one of the paralegals to be office manager. He feels this is important because the DA is often not available and someone should be able to act in the person's place. Chairman Henrickson asked a few questions. Supervisor David Nickels moved, and Jim Baumann seconded the motion, that the request be forwarded to the personnel committee. Motion passed unanimously.

2. Report from Clerk of Court Lynn Zigmunt.

Clerk of Court Zigmunt also handed out documents with her financial information. The department finished 2012 under budget by approximately \$15,000. One contributing factor may have been a reduction in the number of jury trials. Additionally with the changes in overtime rules, there is no longer that expense and very few extra hours have been worked. Her staff flexes to cover most situations. Clerk of Court Zigmunt explained the effective integration of her new staff members who were hired from outside. Finally, she explained some of the technology advances that will be implemented if approved by the Circuit Court Automation Program.

3. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa
Court Commissioner Koppa handed in her Report of Economic Interest regarding a training in Milwaukee sponsored in part by the Annie E. Casey Foundation and the Juvenile Detention Alternative Initiative. She reported on some of the programing and its benefits to Manitowoc Count. Commissioner further commented on the effect changes in the Clerk of Court office will have on her office and how as a result she will also be able to reduce paper storage issues.

Announcements : Next meeting date – May 8, 2013.

Adjournment: Supervisor Randy Vogel moved to adjourn. There was a second from Supervisor Mark Kopecky. Upon vote, the motion carried unanimously and the meeting adjourned at 6:38 p.m.

Respectfully submitted



Circuit Court Commissioner/ Register in Probate



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: May 8, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, minutes from the April 10, 2013 joint meeting with Public Works Committee.
3. Consideration and correction, if any, minutes from the April 10, 2013 committee meeting.
4. Correspondence: Report of Economic Interest from Circuit Court Commissioner Patricia Koppa
5. Public Input.
6. Discussion and possible action upon request from District Attorney Mark Rohrer regarding status of victim witness coordinator.
7. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa
 - a. Report regarding information received during JDAI Atlanta Training
 - b. Financial and case statistics information to date for 2013.
8. Discussion and possible action regarding the Communication System (Radio network.)
9. Announcements – Next meeting date – June 12, 2013
10. Adjournment

Date: May 2, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the May 8, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of April 10, 2013 Joint meeting of the Public Works and Public Safety Committees: Supervisor JAMES BAUMANN moved to approve the minutes of the April 10, 2013 Joint meeting of the Public Works and Public Safety Committees, second by Supervisor MK. Upon vote, the motion carried unanimously.

Approve Minutes of April 10, 2013 meeting of the Public Safety Committee: Supervisor RANDY VOGEL moved to approve the minutes of the April 10, 2013 Public Safety Committee, second by Supervisor JB. Upon vote, the motion carried unanimously.

Correspondence: Report of Economic Interest from Court Commissioner Patricia Koppa showing benefit equivalent to \$1049.00 from the Annie E. Casey Foundation for training in Atlanta.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:08 p.m.

Agenda change: Commissioner Koppa relayed a request from District Attorney Mark Rohrer asking that his agenda item be pulled since the personnel committee took up and rejected his proposal at their meeting on May 7, 2013. No objection by any supervisor to the change.

Department Reports:

Probate Office: Register in Probate/Court Commissioner Patricia Koppa. Ms. Koppa reported regarding the Atlanta conference, provided some budget materials and informally reported that there was an increase in both probate and adoption cases to this point in the year. An increase in probate may result in increased revenue, but there is a delay between the start of a case and payment so that is yet to be seen. Expenses are up so a revenue increase would help balance the annual budget.

Supervisor Report: Chairman Henrickson reported regarding a follow-up conversation he and Supervisor Baumann had with Public Works Director Jeff Beyer regarding the Radio and Communication system. Jeff feels the solution would be for all agencies to move to an 800 system.

Director Beyer has continued to meet with agencies and Chiefs to work on resolving any identified problems. Supervisor Baumann reported regarding a meeting with Director Beyer and Kiel Chief of Police David Funkhouser. This meeting was productive. There are some state revenues intended for emergency services communication. State legislators are being contacted regarding making these funds available. The conversations have been productive. Concerns are being addressed, not swept under the rug. Supervisor David Nickels asked that the issue remain a standing item on the committee agenda until resolved and that it be the first item so interested persons could attend and leave if desired.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for June 12, 2013 at 5:00 pm in Room B-15 of the County Courthouse. Should there be nothing on the agenda and nothing to report regarding the radio system, Chairman Hendrickson will cancel the meeting.

Adjournment: Supervisor Baumann moved to adjourn, Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:32 p.m.

Respectfully submitted,

Patricia Koppa
Manitowoc County Register in Probate



**MANITOWOC COUNTY
PUBLIC SAFETY COMMITTEE
MEETING NOTICE**

DATE: May 21, 2013

TIME: 6:45 p.m.

PLACE: University of Wisconsin – Manitowoc (Cafeteria)
705 Viebahn Street, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, May 8, 2013 committee meeting minutes.
3. Discussion and possible action on request from Emergency Services Division Director Nancy Crowley for resolution AUTHORIZING OUT-OF-STATE TRAVEL for Nancy Crowley.
4. Adjournment.

Date: May 20, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
University of Wisconsin – Manitowoc, Cafeteria, City of Manitowoc
May 21, 2013

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Dave Nickels, Supervisor Randy Vogel, and Supervisor James Baumann all present.

Also Present: Nancy Crowley, Emergency Services Division Director; Patricia Koppa, Register in Probate/Circuit Court Commissioner

Call to Order: Chairperson Henrickson called the meeting to order at 6:45 p.m.

Approve Minutes of May 8, 2013 Public Safety Committee meeting: Supervisor James Baumann moved to approve the minutes of the May 8, 2013 Public Safety Committee, seconded by Supervisor Randy Vogel. Upon vote, the motion carried unanimously.

Action request: Discussion of request by Emergency Services Division Director Nancy Crowley for resolution Authorizing Out-Of-State Travel for Nancy Crowley. Director Crowley explained the funding for trip. Supervisor Bauman moved to approve and refer the resolution to the County Board. Supervisor David Nickels seconded the motion and upon vote the motion passed unanimously.

Announcements: Chairman Henrickson announced that immediately following the next regular meeting on June 12, 2013 the committee will take the annual committee tour and inspection of the Manitowoc County Jail and the Coroner's morgue tour. The tours may be rescheduled if required by the business of the departments.

Adjournment: Chairman Henrickson motioned to adjourn, seconded by Supervisor Bauman. Motion passed upon unanimous voice vote and the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Patricia Koppa
Manitowoc County Register in Probate



**MANITOWOC COUNTY
PUBLIC SAFETY COMMITTEE
MEETING NOTICE**

DATE: June 12, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, May 21, 2013 committee meeting minutes.
3. Correspondence, if any.
4. Public Input.
5. Discussion, updates (if any) and possible action regarding the Communication System.
6. Discussion and possible action on request by Emergency Services Director Nancy Crowley for approval of Resolution Authorizing Mutual Assistance Agreement with Lakeshore Technical College.
7. Announcements – Next meeting date – July 10, 2013.
8. Tour of Morgue facilities.
9. Annual Jail Tour and Inspection.
10. Adjournment.

Date: June 5, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

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Manitowoc County Public Safety Committee
Courthouse 1010 S. 8th Street, City of Manitowoc, WI

June 12, 2013

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, and Supervisor Dave Nickels.

Supervisor James Baumann, excused.

Also Present: Nancy Crowley, Director of Emergency Services Division; Jason Jost, Jail Administrator; Curt Green, Coroner; Patricia Koppa, Register in Probate; Supervisor Melvin Waack; Jeff Beyer, Public Works Director

Call to Order and Roll Call: The meeting was called to order by Vice Chairperson Vogel at 5:06 p.m. (Chairperson Henrickson arrived at 5:09)

Consideration and correction, if any, minutes from the May 21, 2013. No corrections were offered. Supervisor Nickels moved to approve; second by Supervisor Kopecky. Motion unanimously approved.

Correspondence and Public Input. There was no correspondence to share. Vice Chairperson Vogel called three times for public input. There being no one wishing to speak public input was closed at 5:08.

Department Reports

Emergency Services: Director Crowley presented a Resolution Authorizing Mutual Assistance Agreement with Lakeshore Technical College. The agreement allows LTC to access some of our radio systems for training purposes and provides us with access to their facilities as a backup emergency center. Supervisor Nickels moved to recommend approval and refer the resolution to the County Board. After a second by Supervisor Vogel, the motion was unanimously approved. Director Crowley provided the supervisors with an update regarding her department and answered their questions.

Discussion, updates (if any) and possible action regarding the Communication System. Director Beyer was able to provide a report. He met with all law enforcement and fire agencies as well as the coroner. He provided them with copies of his notes to make certain both sides were in agreement with any actions. The regional coordinator will work with our county agencies to develop procedures and policies to aid the agencies in working together with the multiple systems. Director Beyer reported the agencies' ongoing concerns and that some were surprised by the simplicity of some of the solutions available. The committee thanked Jeff for his continued efforts and asked that he continue to report as progress is made over the next few months.

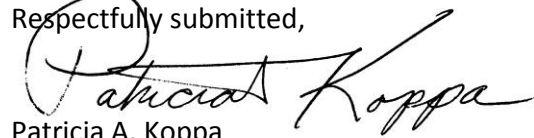
Announcements. Chairperson Henrickson announced that the next regularly scheduled meeting date is July 10, 2013. In the event there is insufficient business, he will contact the supervisors to cancel the meeting.

Tour of Morgue facilities. Coroner Green escorted the interested committee members and others to the morgue for an informative tour of the facilities. The responsibilities of the department have grown over the years and the need to preserve evidence continues to increase. Coroner Green answered questions.

Annual Jail Tour and Inspection. Those wishing to join in the jail inspection tour continued into that facility. Jail Administrator Jost answered questions as he showed the group the improvements made to the facility during the last year. He also provided information on the failure of the air conditioning system and the current temporary solution.

Adjournment. Upon conclusion of the tour, Chairman Henrickson moved to adjourn with a second by Supervisor Kopecky. Motion was unanimously approved and the meeting adjourned at 7:01 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Patricia A. Koppa

Manitowoc County Register in Probate



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: July 10, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, June 12, 2013 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Discussion and possible action regarding requests from Emergency Services Division Director Nancy Crowley
 - a. Resolution Authorizing Out-of-State Travel by Nancy H. Crowley (Alexandria, Virginia, Sept 10-11, 2013).
 - b. Resolution Authorizing Out-of-State Travel by Nancy H. Crowley (Salt Lake City, Utah, Oct 23-25, 2013).
 - c. Director's report regarding department staffing, budget, and other administrative issues in response to supervisor questions.
6. Report from District Attorney's office by Assistant District Attorney Robert Dewane regarding current staffing and other administrative issues in response to supervisor questions.
7. Discussion and possible action regarding requests from Coroner Curtis Green
 - a. Proposed resolution approving renewal/extension of agreement for tissue recovery with RTI.
 - b. Director's report regarding department budget, communication system concerns, and other administrative issues in response to supervisor questions.
8. Discussion, updates (if any) and possible action regarding the Communication System
9. **CLOSED SESSION**
Report by Sheriff Robert Hermann and discussion of personnel issue regarding disciplinary action for Deputy.
10. **OPEN SESSION**
Announcements – Next meeting date – August 14, 2013.
11. Adjournment

Date: July 3, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the July 10, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, and Supervisor Dave Nickels.

Excused: Supervisor James Baumann

Also Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, Coroner Curtis Green, Emergency Services Director Nancy Crowley

Additional Persons Present: Supervisor Phil Hoff;

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of June 12, 2013 Public Safety Committee meeting: Supervisor Nickels moved to approve the minutes of the June 12, 2013 Public Safety Committee meeting; second by Supervisor Vogel. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:01 p.m.

Department Reports:

Emergency Services: Division Director Nancy Crowley

1. Explained and requested support of Resolution Authorizing Out-of-State Travel for Nancy H. Crowley to attend nuclear hostile event preparedness training in Alexandria Virginia, September 10 – 11, 2013.
Motion to approve and refer to County Board by Supervisor Nickels, second by Supervisor Vogel. Motion was passed unanimously.
2. Explained and requested support of Resolution Authorizing Out-of-State Travel for Nancy H. Crowley to attend National Radiological Emergency Preparedness Steering Committee and Board meetings in Salt Lake City, Utah, October 23-25, 2013.
Motion to approve and refer to County Board by Supervisor Vogel, second by Supervisor Nickels. Motion was passed unanimously.
3. Reported from Division of Emergency Services Director Nancy Crowley regarding operations and response to any questions from supervisors

Coroner's Office: Coroner Curtis Green

1. Explained and requested support of Resolution Approving Renewal/Extension Of Agreement For Tissue Recovery With RTI.
Motion to approve and refer to County Board by Supervisor Nickels, second by Supervisor Kopecky. Motion was passed unanimously.
2. Reported regarding department budget, communication system concerns, and other administrative issues in response to supervisor questions. Supervisors commented on information received.

As there was nothing more on the regular agenda, Supervisor Nickels moved to convene in closed session pursuant to Wis. Stat. § 19.85 Paragraph 1 (f). Motion seconded by Supervisor Kopecky. Motion passed unanimously.

Sheriff's Department: Sheriff Robert Hermann reported to the committee regarding a disciplinary matter involving a deputy, including the nature of the issue, prior instances requiring disciplinary action and the use of the progressive discipline steps.

Upon completion of the report, Supervisor Vogel moved, with a second by Supervisor Nickels, to reconvene in open session pursuant to WI Statutes 19.83 and 19.85 (2). Motion passed unanimously.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for August 14, 2013 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor Nickels moved to adjourn, Supervisor Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:32 p.m.

Respectfully submitted,

Patricia Koppa



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: August 14, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, July 10, 2013 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Lt. Dave Remiker, Manitowoc County Sheriff's Department: Update on Metro Drug Unit including funding matters.
6. Discussion, updates (if any) and possible action regarding the Communication System
7. Announcements – Next meeting date – September 11, 2013.
8. Adjournment

Date: August 7, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the August 14, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa.
Additional Persons Present: Lt. Dave Remiker and Deputy Andy Beck.

Call to Order: Chairperson Henrickson called the meeting to order at 5:04 p.m.

Approve Minutes of July 10, 2013 Public Safety Committee meeting: Supervisor DN moved to approve the minutes of the July 10, 2013 Public Safety Committee, second by Supervisor RV. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:04 p.m.

Department Reports:

Sheriff's Department: Report from Lt. Dave Remiker and Deputy (Investigator) Andy Beck, Manitowoc County Sheriff's Department: Update on Metro Drug Unit including funding matters. Explained the present structure of the MDU including the Board. Discussed some of the trainings attended. Discussion between presenters and supervisors regarding what the unit does, where funding comes from, how the pay for equipment, what additional resources are needed. Presenters noted significant increases in drug activity during recent years. The Sheriff recently transferred a deputy to the unit from patrol due to the increase in activity. There are forfeitures and seizures; these funds are used to purchase some items when needed. Grants are pursued, but better equipment is needed as well as additional staff. Positive interaction with the local DEA agent. Emphasized that the unit is involved in more ways than arrests. They are proactive to fight the contagious diseases related to drug use and the detrimental effects on the families of traffickers. There is concern about future budget cuts. Asked for committee's support. Committee promised to do what they could. Indicated that MDU should continue reaching out to gain community support and awareness.

Supervisor Reports:

Discussion, updates (if any) and possible action regarding the Communication System. Supervisor Baumann reported that per a discussion with Chief Funkhauser from Kiel, the patch is working. But this is still not as functional as the prior system. Department Director Beyer is continuing to work on training the departments for the issues encountered.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for September 11, 2013. at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor DN moved to adjourn, Supervisor JB seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:33 p.m.

Respectfully submitted,

Patricia Koppa
Manitowoc County Register in Probate



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: September 11, 2013
TIME: 5:00 p.m.
PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of August 14, 2013 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Sheriff Robert Hermann
 - a. Discussion and possible action regarding Education Expense Reimbursement for Deputy Marcus Anderson
 - b. Update on operations in response to supervisor questions.
6. Announcements – Next meeting date – Regular meeting October 9, 2013.
7. Adjournment.

Date: September 5, 2013

Rick Henrickson, Chairperson
Prepared by: Patricia Koppa, Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the September 11, 2013 meeting.

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also, Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann.

Additional Persons Present: Jail Administrator Jason Jost, Assistant Jail Administrator Jeff Hastreiter, Nancy Slattery (arrived 5:05 p.m.).

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of August 14, 2013 Public Safety Committee meeting: Supervisor Dave Nickels moved to approve the minutes of the August 14, 2013 Public Safety Committee, second by Supervisor James Baumann. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, Chairperson Henrickson closed public input at 5:02 p.m.

Department Reports:

Report from Sheriff Robert Hermann

Sheriff Hermann reported on training received by Deputy Marcus Anderson and requested that the committee approves reimbursement of this education expense as had been provided in the contract in the past. Supervisor Mark Kopecky moved to authorize reimbursement. Supervisor Dave Nickels seconded the motion. The motion passed unanimously.

Sheriff Hermann updated the committee on department operations, specifically staffing in the jail in response to inquiry by Chairperson Henrickson. There is disagreement with the County Executive regarding jail staffing. The line item for wages in the 2013 budget is based upon a minimum staffing figure. Due to many circumstances, there has been a significant overrun on this line item. The sheriff feels a portion is due to circumstances he could not control. However, he stated that the minimum staffing number is not sufficient to operate the jail and perform all necessary duties. He and his supervisors are doing what is necessary to staff the jail while making safety and security the first priority. Despite this overage, the Sheriff believes he will be able to keep the total expenses for the department under the appropriation; however, he

cannot do so for each line item. The Sheriff indicated that compliance with individual line items has not been required in the past and that when formal approval is needed for adjustments this has been done at the end of the budget cycle. All Supervisors asked additional questions regarding the situation. Sheriff Hermann says he has sufficient staff members to meet the need; the objection raised by the County Executive is to the total number of hours being worked. Supervisors and Sheriff Hermann discussed their recollections of past meetings. Clarifications were given regarding the duties performed by supervising officers within the jail; regulations required to house State or Federal inmates and other details related to staffing. As needed, Jason Jost and Jeff Hastreiter contributed details requested by the Supervisors. Information regarding other aspects of jail operation and patrol were also provided, including a discussion regarding the performance of the newest squad cars.

Chairperson Henrickson reiterated that the committee did not wish to micromanage and supported the Sheriff's practices to assure safety of officers and inmates.

At 5:37, Chairperson Henrickson reopened public input as Ms. Nancy Slattery had arrived at the meeting a few minutes late.

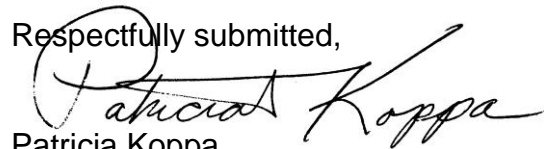
Ms. Slattery provided an invitation to all Supervisors to the League of Women Voters meeting on treatment courts to be held on September 26, 2013 at City Hall. She also reported regarding a meeting with Judge Mark Rohrer and Assistant DA Robert Dewane regarding the possible creation of an Alcohol Court for Manitowoc County.

Public input was again closed at 5:43.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for October 9, 2013 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor James Baumann moved to adjourn; Supervisor Mark Kopecky seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:45 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Patricia Koppa
Manitowoc County Register in Probate



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: October 9, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, September 11, 2013 committee meeting minutes.
3. Correspondence
4. Public Input.
5. Report from Register in Probate/Circuit Court Commissioner Patricia Koppa
 - a. Discussion on current and upcoming budget
 - b. Update on caseload and court activities
6. Report from Sheriff Robert Hermann.
 - a. Front Awning and pending removal at the Sheriff's Office
 - b. Discussion on current budget and upcoming budget
 - c. Discussion on current deputy eligibility list and hiring
 - d. Update on operations
7. Announcements – Next meeting date – November 13, 2013.
8. Adjournment

Date: October 2, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of the October 9, 2013 meeting

Attendance: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor Randy Vogel, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann

Call to Order: Chairperson Henrickson called the meeting to order at 5:03 p.m.

Approve Minutes of September 11, 2013 Public Safety Committee meeting: Supervisor Dave Nickels moved to approve the minutes of the September 11, 2013 Public Safety Committee, second by Supervisor James Baumann. Upon vote, the motion carried unanimously.

Public Input: Chairperson Henrickson called three times for public input. Seeing none, public input was closed at 5:04 p.m.

Department Reports:

Probate Office: Register in Probate/Court Commissioner Patricia Koppa reported on the department's current budget that is on track with the exception of the extra court commissioner expenditures due to Judge Rohrer's election. Some additional funding has been added to the budget for 2014 related to the extra coverage staffing and an adjustment was made allocating an addition FTE hours to the court commissioner position to accurately reflect the current time commitment. Commissioner Koppa also reported on the 2013 caseload to date: there is an increase in filings in the probate and guardianship areas. Since these are the areas that require the most staff time and are ongoing matters, increases are always a concern. Other changes are taking place in the office to try to reduce the need for storage space and improve other efficiencies.

Sheriff's Department: Sheriff Robert Hermann reported on a number of matters regarding the department.

- a. The concrete front awning will be removed due to signs of deterioration.
- b. Reviewed the concerns regarding the current budget as related to jail staffing. Sheriff disagrees with the analysis by the comptroller regarding the extent of the shortfall and the reasons. Gave the committee an overview of his perspective and copies of communications. For 2014, there are a number of concerns due to the lack of discussion with the comptroller or county executive. While the representation is that the budget allows for staffing at the desired level, it appears to do so with very tightly budgeted numbers fboth regarding the FTEs and allocated funding. Significant discussion and questioning by the supervisors.

Also questioned how the budget may affect the staffing agreement passed by the board in December 2012.

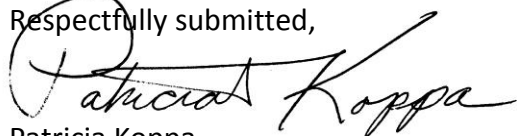
- c. The current deputy eligibility list has been exhausted. Since there will be at least one retirement and others may be looking at other options, the department is continuing to recruit. Supervisors questions were answered.
- d. There are no other operational changes. The shift of a patrol officer to metro drug has been beneficial to that unit as the activity remains high.

Chairperson Henrickson asked that the sheriff review the staffing resolution and report how it may need to be revised if the budget is passed as proposed.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for November 13, 2013 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor Nickels moved to adjourn, Supervisor Randy Vogel seconded the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 6:17 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Patricia Koppa

Manitowoc County Register in Probate



MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: November 13, 2013
TIME: 5:00 p.m.
PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, October 9, 2013 committee meeting minutes.
3. Correspondence.
4. Public Input.
5. Report from Sheriff Robert Hermann.
 - a. Discussion of Education Expense Reimbursement for Deputy Marcus Anderson.
 - b. Discussion and possible action on resolution for accepting a donation from an anonymous donor.
 - c. Discussion on current and upcoming budget.
 - d. Discussion on current deputy eligibility list and hiring.
 - e. Discussion on Sheriff's Office Staffing.
6. Report from Coroner Curt Green.
 - a. Discussion of deputy coroners' wages.
 - b. Discussion of department operations and budget.
7. Announcements – Next meeting date – December 11, 2013.
8. Adjournment

Date: November 6, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of November 13, 2013 meeting

Attendance: Present: Chairperson Rick Henrickson, Supervisor Mark Kopecky, Supervisor James Baumann and Supervisor Dave Nickels. Excused: Supervisor Randy Vogel.

Also Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, Sheriff Robert Hermann, Coroner Curtis Green.

Additional Persons Present: County Executive Robert Ziegelbauer, Jail Administrator Jason Jost, and Detective Dennis Jacobs.

Call to Order: Chairperson Henrickson called the meeting to order at 5:01 p.m.

Approve Minutes of October 9, 2013 Public Safety Committee meeting: Supervisor James Baumann moved to approve the minutes of the October 9, 2013 meeting of the Public Safety Committee, second by Supervisor Mark Kopecky. Upon vote, the motion carried unanimously.

Public Input:

Chairperson Henrickson called for public input. Jail Administrator Jason Jost spoke on concerns regarding the proposed 2014 Sheriff Department budget. Explained to the committee about forced extra hours and shifts for current staff, need for cell searches, etc. that result in the need for extra staff. While the dollars may be in the budget to allow staffing at a particular level, the number of allotted FTE positions will make it difficult to meet the necessary staffing levels. Discussed issues raised at a Quality Assurance meeting of jail administrators. Asked for the committee's support for changes to the proposal.

Chairperson Henrickson called three times for additional comments. Seeing no one else wishing to speak, public input closed at 5:07 p.m.

Department Reports:

Sheriff's Department:

Sheriff Robert Hermann requested committee approval of Education Expense Reimbursement for Deputy Marcus Anderson. Motion to approve made by Supervisor Dave Nickels, second by Supervisor Baumann. Motion passed unanimously.

Sheriff Hermann presented a resolution Accepting Donation of Generator and Enclosure from an anonymous donor. Supervisor Kopecky moved to refer the resolution to accept the donation to the County Board and Supervisor Baumann seconded the motion. Discussion followed including the Chairperson's request that the Sheriff thank the donor while maintaining the requested anonymity. Upon vote, the committee unanimously approved the motion.

Sheriff Hermann then discussed possible concerns for the current and upcoming budgets. His agency has noted issues with radio coverage in the Cleveland area and has been working with Public Works and the appropriate staff on solutions. Additional equipment may be required to achieve the desired results. Believes he will likely be a little over budget for 2013 for all the reasons discussed at previous meetings, however, is still working to be as close as possible to the bottom line.

However, this is partially why he is concerned about the tight nature of the Executive's proposal for his department looking at current expenditures. Some line items were held low this year to provide the flexibility in other areas of the budget. Some figures do not take into account information that was available to the Sheriff but likely unknown to the Executive. The uneven nature of staffing needs continues to be a concern with the limited number of FTE's allotted. Must provide enough hours to all in the slower periods while limiting overtime and "extra pay hours" in the busy periods. His staff is currently looking at ways to meet the cut including additional scheduling changes for jail staff. Some other line items will be difficult to cover.

Moving on to the discussion of current deputy eligibility list and hiring, the Sheriff reported that he needs to hire one or two deputies and needs to recreate the list as mentioned at the last committee meeting. The current group is now undergoing the agility testing and interview phase. Deputy Raube took the outside position. His spot will likely be filled from inside, but there will still be a need to hire. As for department need for computer forensics, there are new options compared to years ago and these may be available without the expense and time delay to train a new person to do those tasks. There are no other staffing concerns at this time.

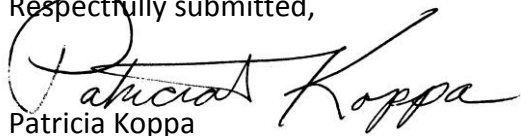
Coroner's Office:

Coroner Curtis Green discussed his five year plan upon becoming coroner and how it had included additional training and certifications for deputy coroners. His intent was that this would let him pay the deputies a better wage due to savings in outside consultations and the like. Coroner Green outlined several initiatives that have increased revenue for the office and significantly reduced costs. Also, when his fees were increased in the 2013 budget, he believed it was to fund these wages. While the extra payments were included in the budget, the wage increase has not taken place. The Coroner alleged difficulty in contacting the County Executive and the County Corporation Counsel to discuss these issues. He had made efforts from early in the year and is first now in November being told a new wage schedule needs to be approved by the committee. Rather than asking for a change this late in the 2013 budget, he wishes to have these changes made for 2014. There was some discussion by the supervisors. Coroner Green asked to bring the information to the committee in early 2014 and the Chairperson directed that the subject be on the agenda for January. County Executive Ziegelbauer provided the committee members with copies of an email on the topic from August 2013.

Announcements: Chairperson Henrickson reminded everyone of the next meeting scheduled for December 11, 2013 at 5:00 pm in Room B-15 of the County Courthouse.

Adjournment: Supervisor Nickels moved to adjourn with Supervisor Kopecky seconding the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 6:04 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is fluid and cursive, with a large initial "P".

Patricia Koppa
Manitowoc County Register in Probate



MANITOWOC COUNTY

PUBLIC SAFETY COMMITTEE

MEETING NOTICE

DATE: December 11, 2013

TIME: 5:00 p.m.

PLACE: Manitowoc County Courthouse (Room B-15)
1010 South 8th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, November 13, 2013 committee meeting minutes.
3. Correspondence.
4. Public Input.
5. Introduction of District Attorney Jacalyn LaBre and questions from supervisors.
6. Report from Sheriff Robert Hermann
 - a. Opening squad car bids and discussion of proposed purchase.
 - b. Discussion on current and upcoming budget.
 - c. Discussion on current deputy eligibility list and hiring.
 - d. Discussion on Sheriff's Office Staffing.
7. Announcements – Next meeting date – January 8, 2014.
8. Adjournment.

Date: December 4, 2013

Rick Henrickson, Chairperson

Prepared by: Patricia Koppa
Register in Probate

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Manitowoc County Public Safety Committee
Manitowoc County Courthouse, Room B-15, City of Manitowoc

Minutes of December 11, 2013 meeting

Attendance: Present: Chairperson Rick Henrickson, Supervisor Randy Vogel, Supervisor Mark Kopecky, Supervisor James Baumann and Supervisor Dave Nickels.

Also Present: Register in Probate/Circuit Court Commissioner Patricia Koppa, District Attorney Jacalyn LaBre, Coroner Curt Green

Additional Persons Present: Inspector Gregg Schetter; student observers Kristen Senglaub and Patrick Ruether

Call to Order: Chairperson Henrickson called the meeting to order at 5:00 p.m.

Approve Minutes of November 13, 2013 Public Safety Committee meeting: Supervisor Mark Kopecky moved to approve the minutes of the November 13, 2013 meeting of the Public Safety Committee, second by Supervisor James Baumann. Upon vote, the motion carried unanimously.

There was no correspondence to share with the committee.

Public Input:

Chairperson Henrickson called for public input three times. Seeing no one else wishing to speak, public input closed at 5:02 p.m.

Department Reports:

District Attorney Jacalyn LaBre introduced herself. Committee Chair Henrickson welcomed her to Manitowoc County and supervisors were given the opportunity to ask questions.

Sheriff's Department:

Inspector Gregg Schetter was present in place of Sheriff Robert Hermann. He opened squad car bids and read the same. The committee discussed proposed purchase. Bids were received from Sheboygan Chevrolet and the three Ewald dealerships as follows:

1. Sheboygan Chevrolet
Chevy Caprice \$133,581.80 for 5 vehicles (*individual unit price \$26,716.36. Notation added by scrivener*)
2. Ewald Chevrolet
Chevy Caprice \$134,840.00 for 5 (\$26,968 Each)
Chevy Impala \$104,940.00 for 5 (\$20,988 Each)
3. Ewald Chevrolet
Ford Sedan Interceptor \$113,335.00 for 5 (\$22,667 Each)* Additional \$1,000 per vehicle for all wheel drive.
4. Ewald Dodge
Dodge Charger \$114,870.00 for 5 (\$22,974 Each)

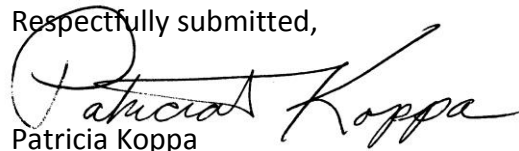
Supervisors discussed the bids and the needs of the Sheriff department. If continue with the Chevy Caprice as in prior years, equipment can be transferred from the old vehicles to the new. This is a cost savings compared to buying new equipment. The vehicles are ordered in January, delivered in spring and ready shortly later. Supervisor Randy Vogel moved to accept the bid by Sheboygan Chevrolet for the purchase of five new squad cars. The motion was seconded by Supervisor Baumann. There was further discussion. The equipment and detail work is done by local businesses. Chairperson Hendrickson called for the vote. Motion passed unanimously.

Inspector Schetter then briefly report on the other items regarding the department. The department will be slightly over the allocations in the 2013 budget. The staff continues to work on options for 2014 but it is clear the funding for personnel will be short. Continue to work on the testing of candidates for the deputy eligibility list and there are two positions open to be filled as soon as possible. Reported on the jail sergeant that remains on extended leave and how that position will now be filled. The employee may return at a later date as a correction officer. Another concern is reaching the FTE allocation of for hours during the early months when there are fewer scheduled vacations.

Announcements: Chairperson Hendrickson reminded everyone of the next meeting scheduled for January 8, 2014 at 5:00 pm in Room B-15 of the County Courthouse. Also extended wishes of Merry Christmas and Happy Holidays to all.

Adjournment: Supervisor Baumann moved to adjourn with Supervisor Kopecky seconding the motion. Motion passed upon unanimous voice vote and the meeting adjourned at 5:20 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patricia Koppa". The signature is fluid and cursive, with a large initial "P" and "K".

Patricia Koppa
Manitowoc County Register in Probate