

Manitowoc County Public Safety Committee
Manitowoc County Communications and Technology Building

April 10, 2024, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor James (Mickey) Lillibridge.

Others in attendance: April Higgins

Chair James Falkowski called meeting to order at 5:02 p.m. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting from March 13, 2024. None offered and the minutes were approved upon motion of Supervisor Nicholas Muench and second by Supervisor Leo Naidl with all present voting in favor.

The Chair noted that the monthly reports and monthly financials were sent to all members.

Call for public input. No one from the public was present. Public input closed at 5:04.

April Higgins, Clerk of Court reported regarding her office, and overall operating within the confines of the budget, with the exception of overtime and indigent counsel fees. Due to some retirements and an unexpected departure, there have been some new staff coming on; which require additional time and training to get fully up to speed timely. Ms. Higgins stated they continue to struggle with case/work load due to lack of sufficient staff, so staff is working late, through lunch, coming in early to ensure things are processed timely. Failure to get things processed timely can have a "trickle down effect" with backing everything up, i.e. defendant's not getting their programing started while incarcerated if the prisons are not receiving JOCs (Judgements of Conviction) in a timely manner, etc. Reiterates she has an amazing staff that remains dedicated to getting the job done. Ms. Higgins communicates closely with her staff and the judicial officials and others involved to try to keep ahead of such matters. As for indigent counsel matters, she is working with Judges on getting Judges to order defendants to pay something as they may be indigent now, but not a month from now, and so on. Explains the Clerk of Court is seeing monies coming in from SDC and Tax Intercept payments from defendants they may have never gotten payments from. Supervisors asked questions and received additional information. Thanked Ms. Higgins for her report and urged her to convey the committee's appreciation to staff. Supervisor Falkowski encouraged other supervisors to stop in to the COC Office and other offices to meet the staff and "see them in action". Ms. Higgins seconded his statement and welcomed them to stop in anytime.

Next meeting: In lieu of meeting, attend Law Enforcement Memorial at the Sheriff's Office at 2:45 p.m., on May 15, 2024.

Jail inspection on June 12, 2024, and Meeting at 5:00 p.m., at Communications and Technology Building.

Motion to adjourn by Nicholas Muench, seconded by Mickey Lillibridge.

Adjourned 5:25 p.m.