

Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

April 9, 2025, 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Mike Grambow, Supervisor Dylan Hammel; Supervisor Tim Jadowski.

Others in attendance: April Higgins Clerk of Court, Supervisor Scott Schiesl, Supervisor Mickey Lillibridge, Emergency Management Director, Rhonda Green, Melissa Neilson – Deputy Emergency Management Director

Chair James Falkowski called meeting to order at 5:00 p.m. Roll call circulated.

Emergency Management Director, Rhonda Green stopped into the meeting to introduce the new Deputy Emergency Management Director, Melissa Neilson. Introductions made; then they left the meeting.

Open Meetings Law Compliance affirmed.

Consideration and correction, if any, of the March 12, 2025, committee meeting minutes. Motion by Supervisor Muench; second by Supervisor Grambow.

Call for public input. No one from the public was present. Public input closed at 5:26 p.m.

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

Correspondence reviewed. Supervisor Jadowski informs the committee the current housing numbers at the county jail and EMP. He indicates he does have some questions, and will follow up with the appropriate personnel at the jail. Supervisor Hammel has reviewed the Register in Probate budget. He has some questions regarding the Register in Probate budget, which Commissioner Koppa explains. Supervisor Grambow has reviewed the budget of the Clerk of Court Office, has questions for Clerk of Court, April Higgins, regarding interpreter budget, and court support payments, which Clerk of Court Higgins explains.

Commissioner Koppa gives her report to the committee. Reviews the Register in Probate Budget, last year's totals, process, training, change in detaining minor MEs. Discussion had regarding drug commitments.

Clerk of Court, April Higgins gives her report to the committee. Informs the committee of the continued struggle with case/work load, 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 programming 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, but she is concerned about burnout. Clerk of Court Higgins states that monies continue coming in from SDC and Tax Intercept payments from defendants they may have never gotten payments from. Supervisors asked questions and received additional information.

Chairman Falkowski informed the committee on the status of body cams for the sheriff's office.

In lieu of the May 2025, meeting, committee members to attend memorial for peace officers throughout the area.

Next meeting: **June 11, 2025**, at 5:00 p.m., at the Communication and Technology Building –Meeting will start here, then will proceed to the jail for the jail inspection.

Motion to adjourn by Supervisor Tim Jadowski; Second by Supervisor Nick Muench.

Adjourned 5:30 p.m

Respectfully submitted,  
April Higgins  
Clerk of Circuit Court