



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, January 12, 2022

TIME: 5:00 p.m.

PLACE: **Manitowoc County Communications and Technology Building**  
Room 111, 1024 S. 9<sup>th</sup> 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, of November 10, 2021 committee meeting minutes.
3. Public Comment.
4. Report by District Attorney Jacalyn LaBre.
5. Announcement and discussion of next meeting; February 9, 2022.
6. Adjournment.

Date: January 5, 2022

Dave Nickels, 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.

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

January 12, 2022 5:00 p.m.

Attendance: Present: Chairperson Dave Nickels, Supervisor James Falkowski, and Supervisor Nick Muench. Excused: Supervisor Rick Henrickson and Supervisor Charles Hagen.

Others in attendance: Patricia Koppa, District Attorney Jacalyn LaBre

Chairperson Dave Nickels called the meeting to order at 05:00 p.m. Roll call circulated.

Minutes: Chairperson Dave Nickels if there were any corrections to the minutes of the October 12, 2021 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor James Falkowski and seconded by Supervisor Nick Muench and unanimously approved.

There was no one wishing to speak for public comment.

Chair Nickels recognized District Attorney Jacalyn LaBre who reported regarding her office. Filings continued to climb; 2021 resulted in 1014 felony cases, 655 misdemeanors cases and 508 criminal traffic matters. There were, however, only 104 delinquency petition which is consistent with recent years. There have been two attorneys added in recent years; the most recent budget added back the funds for the second position. The county budget provided for an additional paralegal who is starting this month. There will be a space study of the office suite to determine better usage of the space and how to increase security. Supervisors asked questions regarding causes for the case increases. A great deal relates to the drug addiction epidemic. Many violent crimes and property crimes tie back to individuals who are using. Also discussed case scheduling in the pandemic and the spike in jury trials due to the earlier restrictions.

Supervisors made particular note and compliment for the work done by both Ms. Le Bre and her entire staff given the ever increasing cases loads.

Adjournment: Next meeting is February 9 at 5 pm. The Sheriff will give a report. Supervisor Falkowski moved to adjourn, Supervisor Muench seconded the motion. Motion passed and the meeting adjourned at 05:20 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor Nicholas Muench, Committee Secretary



**MANITOWOC COUNTY  
PUBLIC SAFETY COMMITTEE  
MEETING NOTICE**

DATE: Wednesday, February 9, 2022

TIME: 5:00 p.m.

PLACE: **Manitowoc County Communications and Technology Building**  
Room 111, 1024 S. 9<sup>th</sup> 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, of January 12, 2022 committee meeting minutes.
3. Public Comment.
4. Report by Sheriff Dan Hartwig.
  - a. Staffing, and budget
  - b. Resolution Accepting Donation From The Badger State Sheriff's Association
5. Next meeting: March 9, 2022.
6. Adjournment.

Date: February 2, 2022

Dave Nickels, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

February 9, 2022 5:00 p.m.

Attendance: Present: Chairperson Dave Nickels, Supervisor James Falkowski, and Supervisor Nick Muench. Excused: Supervisor Rick Henrickson and Supervisor Charles Hagen.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig

Chairperson Dave Nickels called meeting to order at 05:00 p.m. Roll call circulated.

Minutes: Chairperson Dave Nickels if there were any corrections to the minutes of the January 12, 2022 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor Nick Muench, seconded by Supervisor James Falkowski and unanimously approved.

There was no one wishing to speak for public comment.

Chair Nickels turned meeting over to Sheriff Dan Hartwig who provided an extensive report regarding his office including the jail operations.

The 2021 budget, which exceeded \$12 million was over 0.75 %. A significant factor was higher than budgeted amounts for health insurance, general insurance and extraditions. There were also a variety of contract mandated benefits payouts.

There were 3 new positions approved in the 2022 budget. These are being gradually on boarded, particularly the new detective as that could create a shortage in the patrol numbers and there already is a shortage in officers. The new support position is filled and has already proved helpful.

The office will be able to use ARPA funds for a number of projects including RZero UVC cleaners for the facility to reduce airborne containments and illnesses, RFID System for the Jail, TruNarc drug testing machines, Electronic door access for the sheriff's office, RMS access for patrol cars, and new radio equipment.

Two lieutenants have been promoted from within the ranks. The deputies who were on military deployment have returned as has the deputy previously on medical leave. There will be two or three retirements over the summer.

Jail continues to be short staffed. There are regular departures and it has not been possible to hire the needed people. Concerns that the current pay structure is having an impact. Sheriff discussed that Manitowoc County jailers are the lowest paid in northeast Wisconsin. It was pointed out that corrections starting pay in 2010 was \$20.28 per hour and in 2022 it is now \$20.40. In the past 6 years, the Sheriff's Office has had 30 people leave the jail with only 10 retirements. The Sheriff anticipates up to an additional 7 leaving this year. Individuals are applying and then do not even come in for interviews and several are not passing background investigations. The written test has been removed from the hiring process and interviews are conducted soon after an application is submitted. Has begun proactively gathering information from other agencies to offer suggestions regarding how to proceed. Discussed alternative of having to reduce staff and moving inmates out of county. The situation has not reached this point, but wanted to give warning to allow time for solutions to be found and attempted.

Recently began a drone program. High interest in obtaining the required training. Must test successfully to move to next level and begin using the equipment. Anticipate search and rescue service. Expect this to benefit other departments and agencies and will build relationships.

Several law enforcement events have made the news and are keeping the officers busy including deaths, shootings, and sex crimes against children. Drugs continue to be the nexus to many other crimes. The new detective will be important in these situations.

New partnership formed with ADRC and the jail kitchen to prepare the meals for Meals on Wheels.

Several miscellaneous projects – scanners donated from Point Beach, improvements to phone/internet services for inmates/ completion of the new visitation area.

Funding for the K-9 Service is being funded through a new charitable organization Paws4laws, which in turn is being managed through Lakeshore Community Foundations. This became necessary after depletion of a significant donation originally received in the 1980s.

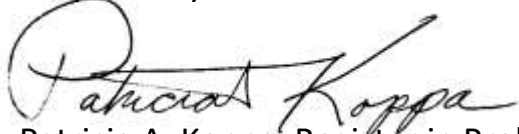
Fuel increase are going to impact this year's budget.

Final item is the Resolution Accepting Donation from the Badger State Sheriff's Association. Motion by Supervisor Falkowski to approve and pass to the Board. Second by Supervisor Muench. Unanimously approved.

Meeting Announcements: In light of the April election and change of committee members, there should be a meeting in March. Plan on March 9 @ 5 pm., same location. Asked Ms. Koppa to arrange the room and let department directors know to bring any items needing attention before March.

Adjournment: Supervisor Hagen moved to adjourn, Supervisor Muench seconded the motion. Motion passed and the meeting adjourned at 05:40 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor Nicholas Muench, Committee Secretary



**MANITOWOC COUNTY  
PUBLIC SAFETY COMMITTEE  
MEETING NOTICE**

DATE: Wednesday, March 9, 2022

TIME: 5:00 p.m.

PLACE: **Manitowoc County Communications and Technology Building**  
Room 111, 1024 S. 9<sup>th</sup> 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, of February 9, 2022 committee meeting minutes.
3. Public Comment.
4. Report by Emergency Services Director Travis Waack.
5. Next meeting: May 11, 2022 or as established by next committee chair following election.
6. Adjournment.

Date: March 3, 2022

Dave Nickels, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

March 9, 2022 5:00 p.m.

Attendance: Present: Chairperson Dave Nickels, Supervisor James Falkowski, and Supervisor Nick Muench. Excused: Supervisor Rick Henrickson and Supervisor Charles Hagen.

Others in attendance: Patricia Koppa, Travis Waack

Chairperson Dave Nickels called meeting to order at 05:04 p.m. Roll call circulated.

Minutes: Chairperson Dave Nickels asked if there were any corrections to the minutes of the February 9, 2022 committee meeting, and none being offered, asked for a motion to approve. Motion was made by Supervisor James Falkowski, seconded by Supervisor Nick Muench and unanimously approved.

There was no one wishing to speak for public comment.

Chair Nickels turned meeting over to Travis Waack, Director of Emergency Services. Mr. Waack began with report on Dispatch Center. They are now fully staffed, in fact with the trainees, there is even an extra person for a few months pending a retirement. This is refreshing and the new perspectives and personalities are having a positive impact. Supervisors have been covering shifts and are now returning to their administrative roles while still dispatching occasionally to offset overtime and maintain their skills. They will resume supporting all shifts. Even the program manager for ES took dispatch training during this period and will be an extra asset to cover if needed in the future.

Moving on to the Emergency management side, there has been a number of purchases with the funding that is available. Have built a response trailer with items needed by agencies during larger disasters. There will also be a new pet sheltering trailer to go along with the mobile shelter trailer. This will provide care to displaced pets. Partnering with the Humane Society on operation/care protocols.

Big project for 2022 is a new mobile command trailer to replace the one from 1994. American Rescue Plan Act funding is being used for this. Unit will be larger, have fully compatible radio equipment/repeater for interoperability. Being constructed by LDV which did build the 1994 vehicle as well. This will be available to all fire and law enforcement agencies and anticipate high use.

Several other projects funded by monies from the nuclear plant. Rebooting the Emergency Operations Center. Upgrade of the AV systems to allow fully integrated use of videoconferencing for “blended” meetings. Adding a powerful generator at the Expo grounds to operate furnace in the event of a winter emergency. Additional amenity improvements for the Merchant Building which is a designated shelter. Finally, there is a fifty/fifty radio grant program with the local municipalities, towns and villages involving the use of ARPA monies.

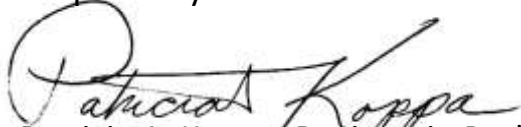
Two exercises are coming up: May 26 a full scale Hazmat drill with the Appleton Hazmat unit. August 10 a large event, storm based drill for the EOC where non-traditional departments, such as corporation counsel, will be invited in to participate.

Supervisor Falkowski noted that all involved in dispatch should be recognized for going above and beyond. The public never knew there was a staff shortage due to their dedication to keeping our community safe. Committee members concurred and asked that Director Waack pass on the message.

Meeting Announcements: To be set by chair after election and committee appointments; but if no change in schedule, will be May 11.

Adjournment: Supervisor Muench moved to adjourn, Supervisor Falkowski seconded the motion. Motion passed and the meeting adjourned at 05:38 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor Nicholas Muench, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

**DATE:** Wednesday, May 11, 2022

**TIME:** 5:00 p.m.

**PLACE:** Manitowoc County Communication and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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, of March 9, 2022 committee meeting minutes.
3. Correspondence:
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Election of Committee Officers:
  - a. Vice Chair
  - b. Secretary
6. Discussion and Selection of regular meeting day and time.
7. Confirmation of Annual Jail Inspection Tour – June 8, 2022 following the regular Committee meeting.
8. Adjournment.

Date: May 3, 2022

James Falkowski, 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 Minutes – **Corrected 5/12/2022**  
Manitowoc County Communications and Technology Building

May 11, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mark Linsmeier, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, and County Board Chair Tyler Martell.

Others in attendance: Patricia Koppa

Chair James Falkowski called meeting to order at 5:01 pm. Roll call circulated.

Minutes of prior meeting: Chair Falkowski asked if there were any changes or corrections to the minutes of the prior meeting on March 9, 2022 , and none being offered, asked for a motion to approve. Motion was made by Supervisor Nicholas Muench, seconded by Supervisor Falkowski, and unanimously approved.

There was no one wishing to speak for public comment.

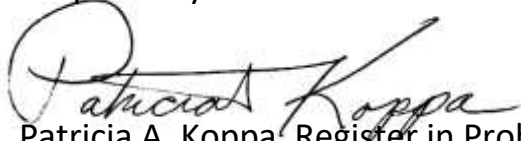
Chair Falkowski noted the primary agenda item is to elect the other officer for the committee. Asked for nominations for Vice Chair. Supervisor Mark Linsmeier nominated Supervisor Nicholas Muench and Supervisor Muench accepted. Chair Falkowski asked if there were any other nominations and hearing none closed the nominations. Supervisor Linsmeier cast unanimous vote for Supervisor Muench as Vice-Chair. Next brief discussion of the role of Committee Secretary. Supervisor Linsmeier nominated Supervisor Norb Vogt, who accepted the nomination. Chair Falkowski asked if there were any other nominations and hearing none closed the nominations. Supervisor Linsmeier cast unanimous vote for Supervisor Vogt and all agreed.

Meeting Announcements: Chair Falkowski next asked whether it was convenient to continue meeting on the second Wednesday of the month at 5:00 pm. All agreed to the time. Noted that due to the number of new members, the various department directors and others would be asked to attend and either report or present an educational topic. The committee would be encouraged to ask questions regarding the department or subject matter.

Next meeting is the annual jail tour/inspection. Sheriff Dan Hartwig agreed that June ~~11~~ **Wednesday, June 8** @ 5 pm will work for the inspection. Members should first gather for a committee meeting and will then proceed to the jail. Chair Falkowski will determine if other members of the County Board can be invited to join in.

Adjournment: Supervisor Muench moved to adjourn, Supervisor Vogt seconded the motion. Motion passed and the meeting adjourned at 5:18 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Patricia A. Koppa". The signature is written in black ink and is positioned above the typed name.

Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary



**MANITOWOC COUNTY  
PUBLIC SAFETY COMMITTEE  
MEETING NOTICE**

DATE: Wednesday, June 8, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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, of May 11, 2022 committee meeting minutes.
3. Correspondence.
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Report from Sheriff Dan Hartwig:
  - a. Budget and staffing update.
  - b. Jail Inspection Tour.
6. Next meeting announcement: July 13, 2022 – Judge Dewane and possibly Judge Dietz will be speaking.
7. Adjournment.

Date: June 1, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

June 8, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mark Linsmeier, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, and County Board Chair Tyler Martell.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig, Maj. Andrew LaCrosse and Lt. Jack Valukas.

Chair James Falkowski called meeting to order at 5:00 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 on May 11, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Mark Linsmeier and unanimously approved.

There was no one wishing to speak for public comment which was closed at 5:03.

Chair Falkowski recognized Sheriff Dan Hartwig. Sheriff introduced new jail personnel, Maj. Andrew LaCrosse and Lt. Jack Valukas. Started positions as of Monday (three days prior.) Given the new make up of the committee, began report with a breakdown of the three divisions of the Sheriff office: Operations, Support and Jail. Explained the functions of each to provide background to the details of the report.

In Operations, patrol is fully staffed on June 13. This includes several newly authorized positions from the current and prior budget. The budget looks good with the expected overages in fuel due to the spike in gas prices. Noted there are some expansion and improvement projects in the works including expanding the evidence room and ongoing equipping and training of the Drone Team.

In Support, able to also state fully staffed. Notes that the budget for 2023 will include a request for two additional bailiff positions in light of the approval of Branch 4 and the decision to locate that courtroom in the basement with the commissioner courtroom remaining in B-15. Notes that means five locations. This unit is also involved in Governor Warrants and extraditions which can be very expensive, but some cost has been recovered by the reduction of transports for court due to the use of the Zoom videoconferencing for non-evidentiary hearings in criminal and for the majority of civil commitment cases.

The Jail is subject of today's inspection. This is the greatest area of staffing change. There have been ten departures since January 1. In addition to ordinary procedures, candidates must undergo a background check, psychological examination and a physical exam and testing. After that there is a seven week training with a subsequent 5 week program to be completed before the one year anniversary. There are openings currently following the various promotions. Given the departures, the cost of payouts has been high. Some additional revenue has been generated by the partnership with Meals on Wheels. Little additional will come from State inmates as the prisons have reopened. Noted the remodeling of the visitation area which will be featured on the inspection tour. Are continuing converting to various electronic reports to increase efficiencies for the correction officers. There is a program to equip jails with Narcan. Needed due to drugs coming in despite searches.

ARPA funds have provided radio replacement units for jail and patrol. The UVC cleaners have been welcomed. Promised to reduce sick leave. Squad cars have addition equipment upgrades... useful while waiting for new vehicles to be delivered.

Recent community activities include DARE graduations, the Memorial Day parade, Cops and Bobbers (a fishing program with the officers and children in Big Brothers/Big Sisters and children of the Drug Court participants.) Will be participating in the Touch the Trucks program in July as well as at the County Fair. Watch for event by "Paws for Laws" the charitable organization funding the K9 program.

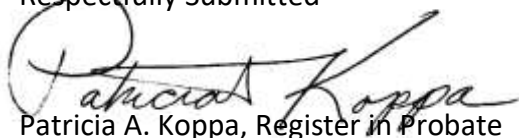
Sheriff then answered questions before the full committee went to the jail for the annual inspection tour.

Meeting Announcements: Chair Falkowski note the next meeting is July 13, 2022. We will be hearing from the judges at that meeting.

Inspection Tour: Sheriff Hartwig, Maj. LaCrosse and Lt. Valukas all offered perspectives and information while leading the group through the jail. The new areas are all equipped with corrections grade furnishings. Next big project will be refurbishing the elevator which has been in use since construction 30 years ago. That will be a challenge as it is the only elevator and everything including laundry and food service will require using the stairs.

Adjournment: Following the inspection, Supervisor Muench moved to adjourn, Supervisor Naidl seconded the motion. Motion passed and the meeting adjourned at 6:48 p.m.

Respectfully Submitted



Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

**DATE:** Wednesday, July 13, 2022

**TIME:** 5:00 p.m.

**PLACE:** Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> Street, Manitowoc, WI 54220

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1. Call to order and roll call.
2. Consideration and correction, if any, of June 8, 2022 committee meeting minutes.
3. Correspondence.
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Discussion with Circuit Court Judges regarding new branch, security, and staffing. May also touch upon Drug Court, potential additional specialty courts, and general needs of the courts.
6. Next meeting announcement: August 10, 2022 – District Attorney Jacalyn LaBre will be speaking.
7. Adjournment.

Date: July 6, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

July 13, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Mark Linsmeier, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor Norb Vogt.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig, Judge Mark Rohrer, Judge Jerilyn Dietz and Judge Robert Dewane

Chair James Falkowski called meeting to order at 5:00 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 on June 8, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Mark Linsmeier and unanimously approved.

There was no one wishing to speak for public comment which was closed at 5:02.

Chair Falkowski Introduced the Manitowoc County Circuit Court Judges to the Committee and had the Committee members introduce themselves. Asked judges for a bit of background and then to speak on anything pertinent. Judge Dietz indicated the suggested list of topics was appropriate and had been divided up between the judges for discussion.

The new Circuit Court Br. 4 is on schedule. Judge Dewane reviewed the County Board's involvement in the early process and thanked the committee. Explained the cooperation and support of County Executive Ziegelbauer once there was common ground for a location. Construction involves a chain of office remodels and moves which are underway. Probate will move to basement location of the former law library. Child support will move up to the suite currently occupied by Probate as well as the Treasurer's former vault area which has been vacant. The entire south end of the basement will then become space dedicated to the new courtroom and related offices, including Judge's chambers, judicial assistance space, court reporter office and a new bailiff office. The County Executive will have space on third floor.

All of this results a great deal of time and preparation for the moves. More is being done to scan documents and reduce the physical space needed for all offices moving. While this is labor intensive, the result will be worth it and has been supported by the County Executive and other County Board committees. There has been full cooperation from all departments. The architect has done wonders and it is believed the final results will be a courtroom Manitowoc County residents can be proud of for decades to come. Going forward there will be increased staff needs in the Clerk of Courts' office as well as for the Sheriff's office. There will be new public

safety concerns with increased activity in the basement level. All involved are planning for what can be foreseen in efforts to make things as smooth as possible. The new court will begin August 2023.

Judge Dietz addresses security. There is a fabulous surveillance system in place but we continue to operate with two bailiffs for courtrooms and court related offices throughout all floors of the building. If monitoring the cameras, a bailiff is not present in a courtroom. A balance has been achieved but it is precarious. Additional staff, as Sheriff Hartwig is requesting, will make a significant difference. Security is both to deter bad acts as well as respond to any that take place.

Videoconference use for court proceedings had greatly improved security by simply reducing the number of times a defendant or other potentially hostile litigants are in the courtroom. There have been additional benefits such as increasing the pool of lawyers available to take cases.

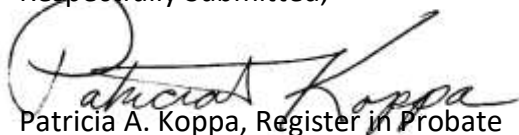
Drug Court began with great County Board support upon request of Judge Rohrer. Judge Dewane has taken over primary duty. This treatment court is intense and functions very differently than criminal court. There have been successes; a light of hope in what are desperate situations. An additional treatment court of some type is simply not possible until after the fourth judge is ready to take part. Additionally local resources are in short supply and we should not get ahead of the available support system or greater harm could result.

The judges' comments were followed by discussion and questions from the committee members. Each thanked the judges for taking the time to come to the meeting and expressed appreciation for the difficult work each does.

Meeting Announcements: Chair Falkowski announced the next meeting for August 10, 2022. District Attorney Jacalyn LaBre is scheduled to report.

Adjournment: Supervisor Muench moved to adjourn, Supervisor Naidl seconded the motion. Motion passed and the meeting adjourned at 5:52 p.m.

Respectfully Submitted,



Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary



## **MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE**

DATE: Wednesday, August 10, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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, of July 13, 2022 committee meeting minutes.
3. Correspondence
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Report by Sheriff Dan Hartwig regarding grant funds.
6. Discussion and action, if any, regarding Resolution Authorizing Acceptance of the Tribal and Local Law Enforcement Agency Initiative Grant Funds.
7. Report by District Attorney Jacalyn LaBre
  - a. District Attorney's state and county budget overview
  - b. Office Operations and challenges
8. Next meeting announcement: September 14, 2022 – Coroner Curt Green will be speaking.
9. Adjournment.

Date: August 3, 2022

James Falkowski, 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.

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**AMENDED 8/22/2022**

Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

August 10, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, and Supervisor Norb Vogt. Supervisor Mark Linsmeier is excused.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig, District Attorney Jacalyn LaBre, Supervisor Bonnie Shimulunas and Nancy Slattery.

Chair James Falkowski called meeting to order at 5:00 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 on July 13, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Nick Muench and unanimously approved.

Chair Falkowski noted that the Sheriff's monthly report as well as the monthly financials plus summary had been shared. No questions on reports and no other communications were received.

Called for public comment at 5:02.

1. Bonnie Shimulunas commented about concerns over **dispatch with response from city of Two Rivers; and about non-emergency phone call follow-up options protocol.**  
~~response from the Two Rivers police department's non-emergency phone line and another incident regarding an interaction with officer.~~
2. Nancy Slattery introduced herself as a representative of the League of Women Voters. Ms. Slattery will attend and monitor meetings to learn more about the committees work. Recognizes that most government decisions are made at the committee level.

Public comment closed at 5:09.

Sheriff's Office Resolution: Sheriff Hartwig presented the Resolution Authorizing Acceptance of the Tribal and Local Law Enforcement Agency Initiative Grant Funds. The federal government has made funds available and Manitowoc County Sheriff will receive \$77,000. Other agencies in the county will also receive shares. There has been no decision on specific expenditure, but as noted in the resolution, the funds are to be spent on "recruitment, medical testing, training, wellness and counseling programs, officer equipment, technology, personnel costs and updating use-of-force policies."

Motion to refer Resolution to accept funds on to County Board with favorable recommendation made by Supervisor Nick Muench, seconded by Supervisor Norbert Vogt and passed unanimously.

Supervisor Vogt asked if resolutions can be presented in final form going forward. Ms. Koppa will work with Corporation Counsel to get that version prior to committee meetings.

Next District Attorney Jacalyn LaBre reported on her office. Chair Falkowski first had the Supervisors introduce themselves, including Supervisor Shimulunas.

DA LaBre explained her unique funding situation. The DA and Assistant DAs as well as the computer equipment and software used in the office are all funded by the State. There are 6 ADAs. Everything else is funded by the County. This included another six staff members. It is important to understand the funding since one potential area of challenge is the IT system in future years. There is work being done to continue state funding, but there has been a shortage in recent years. If the state does not fully fund, one option might be that state would fund and support software and turn responsibility for hardware over to the counties. While this is an area to watch, the effect is not likely to be felt until well into the 2023/2025 state budget cycle as the equipment in her office was just all replaced.

The staffing is in a good place with the two recently added ADAs and support staff. This will be reevaluated in time with the addition of the fourth branch and another courtroom to cover. The hope is that the change will actually be an improvement for all as calendars become more manageable. Felony crime continues to rise. A recent concern is the increase in cases involving sexual assault of children and child pornography. Drugs remain the dominant factor resulting in charges directly and indirectly in areas such as theft and burglary.

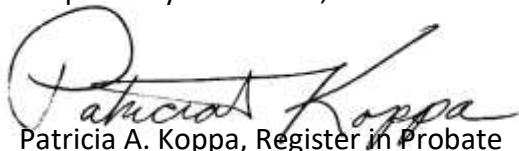
DA LaBre responded to supervisors questions.

Meeting Announcements: Chair Falkowski announced the next meeting for September 14, 2022. Coroner Curt Green will speak subject to any emergencies.

Supervisor Muench thanked and gave a pat on the back to the officers of the Sheriff's Office who have been responding to First Amendment Auditors. They handled the situation professionally without any escalation.

Adjournment: Supervisor Muench moved to adjourn, Supervisor Vogt seconded the motion. Motion passed and the meeting adjourned at 5:25 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Patricia A. Koppa". The signature is written in a cursive, flowing style with a large initial "P".

Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary

Amended 8/22/2022 by Patricia A. Koppa.



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, September 14, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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. Attendees are reminded that cell phones should be placed on silent in consideration of all. The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of August 10, 2022 committee meeting minutes.
3. Correspondence:
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
  - c. Coroner's 2022 Annual Statistics
4. Public Comment.
5. Report by Coroner Curt Green:
  - a. Coroners' Functions Overview
  - b. YTD 2022 Statistics
  - c. Review 2021 Final Statistics
  - d. Call Volume and Effects
  - e. Budget Review
6. Next meeting announcement: October 12, 2022 – Clerk of Court Lynn Zigmunt and Emergency Management Director Travis Waack will be speaking.
7. Adjournment.

Date: September 8, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

September 14, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, and Supervisor Mark Linsmeier.

Others in attendance: Patricia Koppa, Curt Green.

Chair James Falkowski called meeting to order at 5:00 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 on August 10, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Mark Linsmeier, seconded by Supervisor Norb Vogt and unanimously approved.

Chair Falkowski noted that the Sheriff's monthly report as well as the monthly financials plus summary had been shared. No questions on reports and no other communications were received.

Called for public comment three times, no one asked to speak. Closed public comment at 5:01.

Department Report: Coroner Curt Green. Mr. Green began with a detailed description of the coroner's position and explained some of the different ways Wisconsin counties handle the position. Some forego the elected position, instead having medical examiners with medical credentials or lay medical examiners who may not have such credentials. Mr. Green went on to explain his staff and their credential. Manitowoc County averages approximately 800 deaths annually. Of those, the coroner signs the death certificates for approximate 40% or 320 each year. He went on to explain the circumstance that require the coroner's involvement and other services provided by the office. Those include certification prior to cremation, investigation of "found bones", disinterments and tissue donations.

Coroner Green then reviewed the 2021 death statistics with the committee. It was noted that the cause of death statistics did not follow the statewide trends. This was good news however as the incidence of suicide was lower than it was in the years prior to the pandemic. However, the number of drug deaths remains very high. These are expensive investigations and become even more so if the substance ingested is unusual. This has been the case in several recent deaths. Another factor leading to higher expense can be cold cases. The coroner's office works with law enforcement to resolve cases of missing persons and some incidents of "body-less" homicides.

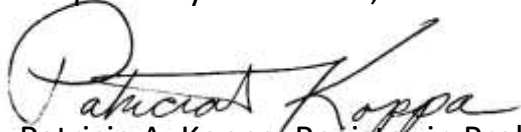
All in all the work of the office benefits the community but has become costly due to the nature of tests and autopsies and the limited availability of qualified individuals to do this work. These costs exceed the amounts budgeted again this year as was the case in 2021. There is also a error in the payroll tax calculations provided which results in a significant shortage on that line item. The Coroner responded to supervisors' questions.

Committee thanked Mr. Green and suggested he provide quarterly statistics to the committee so they could be aware of any needs as they arise.

Meeting Announcements: Chair Falkowski announced the next meeting for October 12, 2022. Clerk of Court Lynn Zigmunt and Travis Waack, Emergency Management Director will both be reporting to the committee.

Adjournment: Supervisor Vogt moved to adjourn, Supervisor Muench seconded the motion. Motion passed and the meeting adjourned at 6:23 p.m.

Respectfully Submitted,



Patricia A. Koppa, Register in Probate  
For Supervisor Norb Vogt, Committee Secretary



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, October 12, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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. **Attendees are reminded that cell phones should be placed on silent in consideration of all.** The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of September 14, 2022 committee meeting minutes.
3. Correspondence:
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Vote upon Resolution from Sheriff's office: Resolution Accepting Donation From Georgianna Kohlbeck.
6. Report by Clerk of Court Lynn Zigmunt.
7. Report by Emergency Management Director Travis Waack.
8. Next meeting announcement: November 9, 2022 – Reports from Sheriff Dan Hartwig and Register in Probate Pat Koppa.
9. Adjournment.

Date: October 4, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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**Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building**

**October 12, 2022 5:00 p.m.**

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, Supervisor Mark Linsmeier and County Board Chair Tyler Martell.

Others in attendance: Patricia Koppa, Lt. of Detectives Jason Jost, Travis Waack.

Chair James Falkowski called meeting to order at 5:00 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 on September 14, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Nick Muench and unanimously approved.

Chair Falkowski noted that the Sheriff's monthly report as well as the monthly financials plus summary had been shared. No questions on reports and no other communications were received.

Called for public comment three times, no one asked to speak. Closed public comment at 5:02.

Resolution: Resolution Accepting Donation from Georgianna Kohlbeck. Lt. Jason Jost reported on behalf of Sheriff Dan Hartwig provided some background regarding the donation. The donation was in appreciation for assistance from the Sheriff office and will be used to provide training and equipment to enhance the investigation unit when working on cyber-crime and other related scams. Responding to supervisor questions, also discussed some related pending cases and efforts to create greater awareness of the scams currently in circulation. Supervisors extended appreciation for all of the efforts. Supervisor Mark Linsmeier moved to approve the resolution accepting the donation and send on to the County Board. Second made by Supervisor Muench. Unanimously approved.

Department Reports:

Clerk of Court Lynn Zigmunt was scheduled to report, but needed to be rescheduled for another date.

Director of Emergency Services Travis Waack reported for his department. Noted the recent announcement of his departure. Subject to County Board approval, County Executive Ziegelbauer has appointed Kayla Beckerdite to fill the position. That vote will take place on October 31.

Starting with Jt. Dispatch, there continues to be difficulty retaining staff. Currently 3 or 4 openings and two additional persons in training. Those in training do not yet fill a dispatch spot.

There is currently disparity between wages in Manitowoc County and surrounding counties for these positions. Low starting wages may be a factor in recruitment. It is very hard to find the right people to fill the positions. These are incredibly stressful jobs. Trainers have been training continuously for well over a year. They too are burnt out. Supervisors discussed what they understand about the wage system, difficulty in making changes, lack of the same flexibility and quick response found in private business. Due to participation in coverage by the supervisors, have been able to staff shifts. But there is a real risk going forward. Further discussion about options to make the position more attractive and the root causes for dissatisfaction. Much cannot be changed. It is a 24/7/365 operation with serious life and death decisions and high levels of stress.

Good news: Dr. Schroeder is the doctor working with dispatch to certify the procedures provided by dispatcher. He is also one of the deputy coroners.

As for Emergency Management, the new mobile command center vehicle has been delayed but is expected late December/early January. Anticipate storing in the City shop near Fire Station 4. Additionally, there will always be a county employee involved when the unit is in operation. The upgrades to Rm. 111/112 are still scheduled, but have been delayed. It was necessary to cancel the proposed generator for the Expo center due to cost increases. It is something that may be considered again in the future if circumstances present themselves.

The August 2022 exercise having additional departments participate in emergency planning was educational for all and successful. Looking forward there will be preparedness exercises in 2023 related to nuclear emergencies including a hostile takeover of a plant.

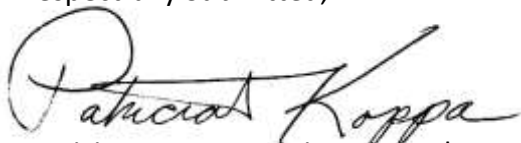
Committee thanked Mr. Waack for his service and improvements to the department.

Chair Falkowski encouraged the supervisors to contact Ms. Zigmunt if they had any questions as she was always open to discussing the court system.

Meeting Announcements: Chair Falkowski announced the next meeting for November 9, 2022. Register in Probate/Circuit Court Commissioner Pat Koppa and Sheriff Dan Hartwig will report. Also asked Ms. Koppa to discuss her duties beyond the probate office and to provide information regarding the bail process.

Adjournment: Supervisor Vogt moved to adjourn, Supervisor Muench seconded the motion. Motion passed and the meeting adjourned at 5:43 p.m.

Respectfully Submitted,



Patricia A. Koppa, Register in Probate  
For Supervisor Norb Vogt, Committee Secretary



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, November 9, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> 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. **Attendees are reminded that cell phones should be placed on silent in consideration of all.** The following matters may be considered at the meeting:

1. Call to order and roll call.
2. Consideration and correction, if any, of October 12, 2022 committee meeting minutes.
3. Correspondence:
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Report from PAK RIP/Circuit Court Commissioner:
  - a. Register in Probate office: Budget for 2022 and 2023; case filings and other operational matters.
  - b. Circuit Court Commissioner: Duties across Court system and interaction with other court officials.
  - c. Discussion regarding cash bail and conditions of release.
6. Report by Sheriff Dan Hartwig: Budget and staffing update, notable events.
7. Next meeting announcement: December 14, 2022 – Reports from Family Court Commissioner Luke LeFevre.
8. Adjournment.

Date: November 2, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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**Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building**

**November 9, 2022 5:00 p.m.**

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, and Supervisor Mark Linsmeier.

Others in attendance: Patricia Koppa, Sheriff Dan Hartwig.

Chair James Falkowski called meeting to order at 5:00 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 on October 12, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Leo Naidl and unanimously approved.

Chair Falkowski noted that the Sheriff's monthly report, the monthly financials plus summary along with an article about scams targeting the elderly had been shared. No questions on reports and no other communications were received.

Called for public input three times, no one asked to speak. Closed public input at 5:01.

Department Reports:

Register in Probate/Circuit Court Commissioner Patricia Koppa reported to the committee. Commissioner Koppa provided detail regarding the various aspects of her job and office. She began with a review of the 2022 budget and comments about areas of note related to extra hire wages and lower costs for medical examination. Areas to watch for 2023 include the unbudgeted expense regarding the guardian ad litem for Branch 4. Charges for GAL services and considerations for seeking reimbursement were discussed and explained as that is a revenue line item in the budgets.

Case statistics regarding historical and current case filings were shared. There are few consistent trends, except there is a change over time for probate cases to be primarily filed under the informal rules.

Ms. Koppa provided a detailed explanation of her various roles in each of the different case types in the probate office and the court system as a whole. Appointed by the Judges, her titles include Register in Probate, Probate Registrar and Court Commissioner. Each role has particular duties for the probate cases. Beyond the case types filed in the probate office, she presides over many hearings touching most areas of the court system.

Ms. Koppa provided statutory references, the Uniform Misdemeanor Bail Schedule and an explanation of the process used in Manitowoc County for bond hearings. The presumption is for release because individuals are not yet convicted and thus presumed to be innocent. The statutes require the court to set conditions for release and use cash bail only when necessary to assure appearance for future hearings. Conditions of release are to be set for community safety considering a list of statutorily specified factors.

In explaining the various hearings, Ms. Koppa noted that the processes have changed greatly over the 25 years she has served the county. The various members of the system on all sides have worked steadily to improve the efficiencies of the process for the benefit of the citizens using the system. Personally she stated she had grown and tried to have greater patience and understanding for all participants.

Chair Falkowski and all committee members thanked Ms. Koppa for her years of service.

Sheriff Dan Hartwig provided his report. Noting the Sheriff Office has the second largest budget within the county, it looks good, but there have been some huge challenges. Beginning last year, the low wages provided the corrections officers was brought to the attention of the committee. This did become a crisis at one point over summer and patrol officers were used to staff the jail. This resulted in significant overages in the overtime accounts. Good news is that there has been a reclassification and wages will be adjusted and raised following budget approval. Full staffing for both jail and patrol is anticipated by the end of November. The sheriff gave updates regarding the specialty units and the new drone unit. This has been used in a number of different ways to assist investigation and will even be used for aerial inspections of some county properties. 13 members of the department are licensed for operating the drone.

Another issue with the budget will be, as expected the high price of fuel and inflationary costs of all operations. Only one of the eight squad cars ordered for 2022 has been delivered. This leads to costly maintenance for the fleet. Some ARPA funds were dedicated to the fuel costs. Another eight vehicles have been ordered for 2023.

Projects are progressing. The elevator will be completed before Thanksgiving. The Electronic medical record system should be running by the end of the year. Extra revenue of \$158,000 has come from the Meals on Wheels program and 32,514 meals have been provided. The evidence room storage organization project is increasing space by three fold. The former Juvenile Detention area, unused for 10 years, has been renovated and is in use for training and conference space.

The newest member of the Detective unit is working large scam cases partnering with other agencies on multiple levels including with the Federal agencies. Numerous intense calls of late: the multiple school active shooter calls (fortunately no actual shooters), fatal traffic accidents, vehicle in the river, child abuse/neglect investigations, sexual exploitation and numerous others keeping all busy.

Training is being provided in many areas by all agency personnel.

Some developments in the drug traffic area. Major arrests and some referred for federal charges. The unit has been focusing on mid- to upper level trafficking. Regional agency partnerships have been key. The team now has an officer from Two Rivers about to start, but is still missing one member from Manitowoc. Lt. Dave Remiker recently achieved the 30 year mark with the department.

There will be a regional K-9 training jointly sponsored by the Sheriff's Office and the Manitowoc Police Department. Shared information about how multiple dogs are needed for large area searches as the intense work is very taxing on the animals.

New equipment such as the drones are expanding the effectiveness of officers. There is also new underwater equipment coming for the dive unit.

Supervisors thanked Sheriff Hartman for his ongoing efforts and detailed reports.

Meeting Announcements: Chair Falkowski announced the next meeting for December 14. Family Court Commissioner Luke LeFevre will report. Clerk of Circuit Court Elect April Higgins has also been invited to introduce herself.

Adjournment: Supervisor Vogt moved to adjourn, Supervisor Mark Linsmeier seconded the motion. Motion passed and the meeting adjourned at 6:24 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Patricia A. Koppa". The signature is written in black ink and is positioned above the typed name.

Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary



## MANITOWOC COUNTY PUBLIC SAFETY COMMITTEE MEETING NOTICE

DATE: Wednesday, December 14, 2022

TIME: 5:00 p.m.

PLACE: Manitowoc County Communications and Technology Building  
Room 111, 1024 S. 9<sup>th</sup> Street, Manitowoc, WI 54220

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1. Call to order and roll call.
2. Consideration and correction, if any, of November 9, 2022 committee meeting minutes.
3. Correspondence.
  - a. Sheriff Office Monthly Reports
  - b. Monthly Financial Reports
4. Public Comment.
5. Introduction of Clerk of Circuit Court Elect April Higgins.
6. Report by Family Court Commissioner Luke LeFevre:
  - a. Introduction to duties and functions of office.
  - b. Budget update.
7. Next meeting: February 8, 2023
8. Adjournment.

Date: December 8, 2022

James Falkowski, Chairperson

Prepared by: Patricia Koppa  
Register in Probate

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Manitowoc County Public Safety Committee  
Manitowoc County Communications and Technology Building

December 14, 2022 5:00 p.m.

Attendance: Present: Chairperson James Falkowski, Supervisor Nick Muench, Supervisor Leo Naidl, Supervisor Norb Vogt, and Supervisor Mark Linsmeier.

Others in attendance: Patricia Koppa, Nancy Slattery, Luke LeFevre and April Higgins.

Chair James Falkowski called meeting to order at 5:00 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 on November 9, 2022. None were offered. Chair asked for a motion to approve. Motion was made by Supervisor Norb Vogt, seconded by Supervisor Mark Linsmeier and unanimously approved.

Chair Falkowski noted that the Sheriff's monthly report, the monthly financials plus summary had been shared. No questions on reports and no other communications were received.

Called for public input three times, no one asked to speak. Closed public input at 5:02.

Moments later Ms. Slattery arrived. Chair Falkowski reopened comment period after asking if there were any objections. None were offered. Ms. Slattery noted her intention to be at as many meetings as possible given her role with the League of Women Voters as an observer. Chairman Falkowski thanked her for her interest. Comments then closed at 5:04.

Chair Falkowski introduced April Higgins the Clerk of Court elect and the committee members to one another. Chair Falkowski thanked her for coming in. Brief discussion about her experience in the Clerk of Court office.

Department Reports:

Family Court Commissioner Luke LeFevre reported about the Family Court Commissioner's office and his duties. He additionally described the some of the issues to be considered in the various cases heard in family court.

Among the caseload are the Paternity actions as well as the Divorces proceedings. Paternity cases are filed when there is no father named on the birth certificate. The Child Support Agency initiates the proceedings if there are state benefits being paid. In addition to the determination of paternity, the case can involve custody, placement and support determinations just like are encountered in divorce proceedings with minor children. Other issues can include jurisdiction and venue, tax deduction assignment or assorted other matters.

The Family Court Commissioner's Office is tasked with providing assistance to individuals with initiating divorce proceedings and in determining how to request changes to order or the enforcement of any order when the other parent is not complying. While many cases come in, most are resolved once the parties start discussing the issues. The FCC staff (one person) also is able to provide forms to enter a stipulation (agreement) and avoid contested hearings.

Commissioner LeFevre hears contested temporary orders and contested post-judgment matters, but as far as the final divorce, only grants those if uncontested. However, uncontested cases are the norm. There are a number of services available that tend to lead the parties to work things out. This includes the use of mediation and appointment of a guardian ad litem to make recommendations regarding the children. If the parties are still disagreeing, a trial is heard before the judge. In the cases decided by Commissioner LeFevre, either at the temporary order stage or post-judgment, parties have the right to a hearing before the judge: a "de novo" hearing. This is essentially a "do over" as the judge is not reviewing the decision of the commissioner but listening again to the evidence and arguments.

Responding to questions, Commissioner LeFevre explained the standards for hearing requests for changes to a divorce or paternity order. Also that the majority of cases are worked out or the parties are manageable. There are however a small percentage of high conflict cases. These are repeatedly in court and often require the presence of a bailiff.

There are other duties as well. Related to the paternity and family cases, there is the appointment of guardian ad litem and contracting for mediation services. Co-Parenting programming is also arranged as it is required by the statutes. Most domestic abuse and harassment injunctions are heard by the FCC. Additionally some of the small claims commissioner hearings are on his calendar as well as weddings. Finally, he does back up for when Commissioner Koppa is out of the office.

The new court branch is unlikely to significantly change the workload. It will primarily get cases heard more quickly that need to be heard by a judge. The physical location of a bailiff on the basement level may improve the security for hearings.

The FCC budget include the wages of the assistant, but the assistant is managed by the Clerk of Court. This is similar to the Judicial Assistants being managed that way. Somewhat unique is that a percentage of the budget is covered by state fund due to the amount of time spent in cases involving child support. The current number is 67.34 %. This is determined based upon quarterly time studies; the logging of time over a two week period.

After all questions were asked. Chair Falkowski thanked Commissioner LeFevre for reporting as it had been many years since there had been a report. Knowing the nature of the work helps the committee understand the public safety aspects of court operations.

Meeting Announcements: There will not be a meeting in January. There is also no schedule of reports going forward, but there are several items that Chair Falkowski would like to have brought to the committee. Watch for future meeting notices. The next meeting will be February 8 at 5 pm unless there is an urgent item requiring a stand up meeting.

Adjournment: Supervisor Nick Muench moved to adjourn, Supervisor Linsmeier seconded the motion. Motion passed and the meeting adjourned at 5:54 p.m.

Respectfully Submitted

A handwritten signature in cursive script that reads "Patricia A. Koppa". The signature is written in black ink and is positioned above the typed name.

Patricia A. Koppa, Register in Probate

For Supervisor Norb Vogt, Committee Secretary