

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**  
**JUDICIARY & PUBLIC SAFETY COMMITTEE**

DATE: JULY 8, 2013

TIME: 9:00 A.M.

PLACE: WINNEBAGO COUNTY SHERIFF'S OFFICE  
RICHARD MEYER COMMUNITY RESOURCE ROOM  
4311 JACKSON STREET, OSHKOSH

PRESENT: BILL WINGREN  
TOM ELLIS  
BILL ROH  
PAUL EISEN  
LARRY SMITH

ALSO PRESENT: JOHN MATZ – SHERIFF  
MARK HABECK – SHERIFF  
GREG CIANCIOLO – SHERIFF  
BARB SPANBAUER – SHERIFF  
MELISSA KONRAD – CLERK OF COURTS  
DAVID ALBRECHT – COUNTY BOARD  
JENNIFER WOLDT – OSHKOSH NORTHWESTERN

**1. Call to Order**

Chairman Bill Wingren called the meeting to order at 9:00 a.m. and it was verified that the meeting was properly noticed.

**2. Approve minutes from the June 10, 2013 meeting**

A motion to approve the minutes was made by Larry Smith, seconded by Tom Ellis. All in favor, motion carried 5-0.

**3. Public comments on agenda items**

None.

**4. Communications**

Bill Wingren was contacted by an individual inquiring about how to get on the Judiciary & Public Safety Committee. Bill will be communicating with this individual.

Bill Wingren also advised that he received an email from Barry Busby advising that he has not yet talked to the County Executive and Human Resources regarding adding a full time position.

**5. Discuss/Action on grant to purchase canine replacements – Sheriff's Office**

Sheriff Matz advised that both of their dogs are reaching their end of duty. They have received a JAG (Justice Assistance Grant) grant of \$10,000 which they would like to utilize to purchase another canine. This money will cover the cost of the canine, the Deputy, and training.

A motion to approve acceptance of this \$10,000 grant was made by Larry Smith, seconded by Bill Roh. All in favor, motion carried 5-0.

#### **6. Review of the 2014 Sheriff's Office Budget**

Sheriff Matz advised that his budget came in approximately \$250,000 under the budget number they were given.

He has met with the County Executive and Finance regarding juveniles now being held at the Fond du Lac County Sheriff's Office. There is concern amongst some of the Chief's regarding transport time. They are trying to find ways to address the logistical issues and consolidation of transport times so the budget figures are subject to change.

They have added two-(2) Detective positions to their Table of Organization due to an increase in the number of property crimes, drug overdose deaths, and drug investigations. They are also looking at adding two-(2) Patrol Officer positions. They have not added to the staffing in Patrol since 1998 and their roadways have increased by 133 miles since then and over the last nine-(9) years they have seen an increase in calls for service and an increase in drug enforcement and interdictions. Information was handed out indicating the increase in different calls for service, special events etc. along with comparables from other agencies as to the number of Patrol Officers they have on staff.

They have an increase in the amount of grants from the Department of Transportation due to receiving funding for a full year rather than just a partial year.

They have an increase of almost \$150,000 in revenue from the jail phone contract due to a change in vendor.

The amount of jail contract beds was decreased due to the increasing number of inmates.

Conversion to propane for the squads is also in the budget which is cheaper and cleaner than gas. They anticipate seeing even greater savings in future years after all vehicles have been converted. They also hope to go from a three-(3) year to a four-(4) rotation in replacement of squads. A 3 Year Fuel/Propane Analysis Per Gallon was handed out.

#### **7. Discuss/Approve phone contract for jail – Sheriff's Office**

The Sheriff's Office has approved IC Solutions to be the new vendor for the jail phone contract. Comparables from the current vendor and IC Solutions were given. This new contract increases their revenue and offers a better deal for the inmates or their family members as they are not charged a connection fee. They are only charged \$0.25 per minute on calls.

A motion to approve IC Solutions as the new vendor was made by Larry Smith, seconded by Bill Roh. All in favor, motion carried 5-0.

#### **8. Discuss/Approve \$13,500 budget transfer in the Corrections Division Budget to cover the projected increase in the cost of the video court upgrade – Sheriff's Office**

Sheriff Matz advised that they would like to transfer remaining funds from Capital Projects in the Corrections Division to cover the cost of replacing one of their video courts. They had originally budgeted \$24,000; however, the final cost estimate came in at \$36,000. He is requesting a budget transfer of \$13,651 from Capital Projects to cover this cost difference.

A motion to approve a budget transfer \$13,651 from Capital Projects in the Corrections Division to the Video Court budget was made by Bill Roh, seconded by Tom Ellis. All in favor, motion carried 5-0.

**9. Discuss/Action cremation fees – Barry Busby, County Coroner**

Barry Busby was not present. Please see agenda item #4.

**10. Discuss/Action Clerk of Court proposal for centralized office design plan to be put in 2014 Capital Budget – Melissa Konrad, Clerk of Courts**

Melissa Konrad advised that there has been discussion regarding a possible study being done and potentially moving some functions out. Due to timelines she was given by Finance and Facilities to get her proposals in she presented the committee with “Plan B” if the study does not happen. Plan B involves moving all of her staff (with the exception of herself, the Accountant, and the Juvenile Division) over into the Small Claims/Civil Division and creating one long counter. This will allow her to have all of her staff cross trained. The cost is roughly \$230,000 for construction and filing systems and \$3000 for re-wiring.

A motion to approve having this design plan placed into the 2014 Capital Budget was made by Larry Smith, seconded by Tom Ellis. All in favor, motion carried 5-0.

**11. Sheriff’s Report – Sheriff John Matz**

Sheriff Matz advised that there was a significant increase in the number of physical arrests made and issuance of Underage Alcohol citations at Country USA. Rock USA starts July 17, 2013 followed by the EAA and the Lao/Hmong Festival on the Labor Day weekend.

He met with the Brown County Sheriff’s Office regarding the possibility of their coming back into FOXCOMM for the CAD (Computer Aided Dispatch) System, which would create a significant savings for both Brown County and Winnebago County. He hopes to hear something from Brown County soon.

He will be leaving to attend the FBI Academy and will return on Labor Day weekend.

**12. Suggested items for next agenda**

Department Budgets

**13. Next meeting date**

August 12, 2013

**14. Adjournment**

A motion to adjourn was made at 10:15 a.m. by Paul Eisen, seconded by Bill Roh. All in favor, motion carried 5-0.

Respectfully Submitted:

Sandy Schauz  
Winnebago County Sheriff’s Office