

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

DATE: MAY 13, 2019

TIME: 9:00 A.M.

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

PRESENT: BILL WINGREN  
LARRY SMITH  
TOM ELLIS  
PAUL EISEN  
VICKI SCHORSE

ALSO PRESENT: JOHN MATZ – SHERIFF'S  
TODD CHRISTOPHERSON – SHERIFF'S  
MARY ANNE MUELLER – CORPORATION COUNSEL  
MELISSA SCHNYDER – CLERK OF COURTS  
MELISSA PINGEL – CLERK OF COURTS  
KELLY KUTZ – DA'S OFFICE  
MAKENZIE REINKE – DA'S OFFICE  
MIKE ELDERS - FACILITIES

**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. Consideration of Minutes of April 8, 2019 meeting**

A motion to approve the minutes from April 8, 2019 was made by Larry Smith, seconded by Tom Ellis. Carried 5-0.

**3. Public comments on agenda items**

None

**4. Communications shared by Committee Members**

Paul Eisen stated he had emailed the Sheriff in regards to a newspaper article in the Post Crescent regarding Outagamie County's K9 insurance and wanted to know what we have as far as insurance on our K9's. This discussion was talked about during the Sheriff's report line item.

Paul Eisen also discussed a headline he had seen in the Oshkosh Northwestern in regards to "Famous Jail Inmates in Wisconsin."

**5. Consideration (Vote): Budget Transfer for \$325,011.00 for 2019 – District Attorney Office – Christian Gossett [District Attorney Office received a 3 year grant from DOJ in the amount of \$899,763.00]**

Kelly Kutz discussed the 3 year grant that was awarded to the District Attorney's Office from DOJ. She stated the grant started in October of 2018 but the funds were not released until March of 2019

and the \$325,011 is a third of the grant money. The grant reimbursement has to be requested each year for the three years. The grant money is for the Opioid Abuse Treatment Program and the DA's Office will be looking to hire a limited term part-time coordinator position that will be funded out of the grant money to assist with the Opioid Program. The money will be split between the coordinator position and the Medicaid Treatment Assistance fund.

A motion to approve the budget transfer of \$325,011.00 was made by Paul Eisen, seconded by Larry Smith. Motion carried 5-0.

#### **6. Discussion on annual update on 2018 and 2019 Finances and Charges – Clerk of Courts – Melissa Pingel**

Melissa Pingel gave an update on the financial statuses for 2018 & 2019. She stated in 2018 they have a revenue of \$470,000 that will be going into the general fund. This amount is above the original budgeted amount for revenue. So far for 2019 revenue, they have \$338,000 so they will exceed 2018's revenue by the end of 2019.

They will also be taking over the collections for the Department of Corrections Probation and are able to do so now that they have the financial position within their department. She also reduced one position within her department and is working closely with the Jail Population Committee. She also told the committee about the Text Notification program she started for court appearances to now be texted to the offender as to when their initial court appearances are being held.

#### **7. Discussion on Courthouse and Facilities Planning Issues – Clerk of Courts – Melissa Pingel**

Melissa Pingel discussed the confusion amongst the departments within the courthouse as to who is responsible for remodeling requests as everyone things the Clerk of Courts is in charge of the building. Some requests are going to facilities and then she is being asked the status of the projects she didn't know anything about and then other people are going to her and she in turn is then going to Mike Elders about the projects. Melissa wanted to ask the committee, who is responsible for the requests and how should the requests be handled.

The committee requested that a meeting be held before budgets for the submittal of these projects. Mike Elders communicated that he has a Kick Off meeting every year before budget time for projects to be brought forward and there are very few brought to him. Then mid year departments are asking for projects to be completed and the facilities department isn't able to fulfill the requests and sometimes has to reach out to outside contracts to complete the projects. The judges are also made aware of the kick off meetings.

Recommendation from the committee it to elect one key judge to make the requests and have them prioritize them in order of need. Any other departments should have the requests given to their department heads who then should go to their committee for approval and then give it to the facilities department in writing as to the projects they foresee coming within the next budget year.

#### **8. Consideration (Vote): Resolution requesting Sheriff Matz to read the Declaration of Independence on Courthouse Steps on July 4, 2019**

Sheriff Matz agreed to read the Declaration of Independence on the Courthouse Steps July 4, 2019.

A motion to approve the Sheriff reading the Declaration of Independence on July 4, 2019 was made by Larry Smith, seconded by Tom Ellis. Carried 5-0.

## **9. Sheriff's Report**

- Sheriff Matz discussed the item Paul Eisen brought forward as far as insurance on the K9's. Winnebago County Sheriff's Office has a \$5,000 liability policy on the K9's. The county has another fund that is donation based from brat fry's, outside donors, as well as money obtained from the sale of the K9 stuffed toys and T-Shirts. This money can also be used in case of an emergency situation involving one of our K9's or also be used to purchase a new K9 when needed. Sheriff Matz will check into additional insurance coverage on the K9's and report back to the committee.
- Sheriff Matz discussed a MOU between the Sheriff's Office and the Oshkosh Fire Department in regards to one of the rescue boats being housed at the Ceape St Fire Station for river area responses. The boat being housed here will allow for a quicker response time. There are some members of the Oshkosh Fire Department that have been trained how to use the boat. Within the agreement there are also guidelines as to who is responsible for damages that can occur to the boat on rescues. This is a 1 year agreement between the agencies.
- Sheriff Matz discussed the 24/7 Drug Program and it's participation in the program. Out of 60 people on the program, 14 have completed the program, 24 are minimally participating and the rest have never submitted a test while being on the program.
- Sheriff Matz discussed the Annual Awards Ceremony being held on Wednesday, May 15<sup>th</sup> at 11am at the Coughlin Building if the committee members were interested in attending.

**10. At this point in the meeting, the facilitator shall entertain a motion to reconvene in closed session, pursuant to 19.85(1)(f), Wis Stats, for the purpose of considering medical or personal histories which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories; and pursuant to 19.85(1)(g), Wis Stats, for the purpose of conferring with legal counsel for the governmental body with respect to litigation in which it is likely to become involved.**

Motion made by Chairman Bill Wingren to enter into a closed session meeting at 10:03am, seconded by Paul Eisen. Motion carried 5-0 by roll call vote.

Motion made by Chairman Bill Wingren to return back to the open session meeting at 10:57am, seconded by Paul Eisen. Motion carried 5-0 by roll call vote.

## **11. Suggested items for next agenda**

At 11:00am, Vicki Schorse needed to leave the meeting for an appointment.

## **12. Next Meeting Date: Monday, June 10, 2019**

## **13. Adjourn**

A motion to adjourn was made at 11:02am by Paul Eisen, seconded by Tom Ellis. Carried 4-0.

Respectfully Submitted:

Kimberly Delcore  
Winnebago County Sheriff's Office