

WINNEBAGO COUNTY BOARD OF SUPERVISORS
JUDICIARY & PUBLIC SAFETY COMMITTEE &
EMERGENCY MANAGEMENT COMMITTEE
In person & via Zoom/Telephone

DATE: JULY 12, 2021

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
PAUL EISEN
VICKI SCHORSE
MIKE BRUNN

ALSO PRESENT: JOHN MATZ – SHERIFF'S
TODD CHRISTOPHERSON – SHERIFF'S
SUE ERTMER – COUNTY CLERK
KELLY KUTZ – DISTRICT ATTORNEY'S
BRIAN DEFFERDING – COUNTY SUPERVISOR
ERIC RASMUSSEN – EMERGENCY MANAGEMENT
MARYANNE MUELLER – CORPORATION COUNSEL
TERESA BASILIERE – BRANCH 1
RACHEL THARNISH – HUMAN SERVICES
HEATHER FOUST – HUMAN SERVICES
MORGAN HOFFMAN – HUMAN SERVICES
JULIE MABRY – CHILD SUPPORT
NICK KEATOR – CORONER'S OFFICE
CHERYL BREHMER – CORONER'S OFFICE
MILES MAGUIRE – OSHKOSH EXAMINER
BRYAN STAFFORD – COUNTY SUPERVISOR

1. Call to Order

Chairman 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 June 14, 2021 meeting

A motion to approve the minutes from June 14, 2021 was made by Vicki Schorse, seconded by Paul Eisen. Carried 5-0.

3. Public comments on agenda items

Brian Defferding spoke on items related to the jail accreditation process and reviewed the conversations he has had recently with the Walworth County and Fond du Lac County Sheriff's Office's and their experiences with the accreditation of their facilities.

4. Communications shared by Committee Members

None

5. Consideration (Vote): Exercise Grant Approval

- a. **Grant Award of \$17,885.20 received**
- b. **Budget Transfer – Discussion and Action: Accept Homeland Security Exercise Supplemental 2020 (2021) Grant funding and appropriate related expenditures**

Eric Rasmussen spoke about the budget transfer to accept a training & exercise grant from the state. Emergency Management was awarded the full grant amount to use for training and other appropriate related expenditures.

A motion to approve the grant award of \$17,885.20 to use towards training and other related expenditures was made by Bill Wingren, seconded by Vicki Schorse. Carried 5-0.

6. Consideration (Vote): 2020 EMPG-Supplemental

- a. **Supplemental Award of \$26,974.56 received**
- b. **Budget Transfer – Discussion and Action: Accept EMPG-Supplemental Grant Award funding and appropriate related expenditures**

Eric Rasmussen discussed the budget transfer. 50% of the supplemental award is COVID relief money for Emergency Management to be used for related expenditures.

A motion to approve the supplemental award of \$26,974.56 was made by Tom Ellis, seconded by Mike Brunn. Carried 5-0.

7. Consideration (Vote): Integrated Public Alert & Warning System (IPAWS) Memorandum of Understanding

- a. **Discussion and Action**

Eric Rasmussen discussed the IPAWS system which allows Emergency Management to send alerts to other counties for emergencies and also as backup alerting if Winnebago County's Office is busy. This MOU is with Outagamie County but the hope is to have the other surrounding counties on the system as well in the future.

A motion to approve the Integrated Public Alert & Warning System Memorandum of Understanding was made by Tom Ellis, seconded by Mike Brunn. Carried 5-0.

8. Connections Programs Update – District Attorney's Office

Morgan Hoffman from Human Services presented numbers to the committee for the Connect Program to include:

- 17 active enrollees
- 3 pending enrollees
- 7 referrals
- 5 discharges/successful completions of the program
- 4 revoked referrals
- 5 agreements not accepted from outside agencies to participate in the program
- 3 referrals referred back to the district attorney's office due to not living in the county
- 3 no shows at intake appointment
- 7 MOU's but none of the programs are operating out of the Orin King Building yet

Kelly Kutz from the District Attorney's Office stated there are delays to the programs due to the construction and COVID but the UW-Oshkosh Police Department heard about the Connect Program and wants to work with the district attorney's office as well and send referrals over.

The committee asked that District Attorney Christian Gossett present key metrics and report up to date information and numbers on the program at the next meeting.

9. Consideration (Vote): Marriage License Fees – County Clerk – Sue Ertmer

- a. Request to increase the marriage license fee from \$95.00 to \$100.00
- b. Request to decrease the 6-day waiting period waiver fee from \$25.00 to \$10.00 for applicants that are in the military.

Sue Ertmer discussed the marriage license fees and the fact that they haven't been increased since 2005. All surrounding counties are \$100.00 or more. Sue also discussed the 6-day waiting period waiver fee for active military members. She would like to decrease that from \$25.00 to \$10.00.

A motion to approve the increase for marriage license fees to \$100.00 and decrease the waiver fee for active duty military applicants to \$10.00 was made by Tom Ellis, seconded by Mike Brunn. Carried 5-0.

10. Discussion: Child Support Corrective Action Plan – Child Support – Julie Mabry

Julie Mabry discussed the Corrective Action Plan by the state. Winnebago County's plan was approved therefore Julie now has to conduct an audit on all child support cases which may have some financial impact issues to include the issuance of over payments based on what the audit shows.

With this, Julie has now written a confidentiality policy and had a training for the confidentiality piece for everyone in the child support department. She will keep the committee updated as the audit continues.

11. Medical Examiner Update – Vicki Schorse

Vicki Schorse did a brief over view of the document she had sent to the committee members with information also forwarded to her from Paul Eisen.

Vicki met with Cheryl Brehmer to discuss the medical examiner process. Cheryl Brehmer was appointed by the governor to serve as acting coroner and the board approved going from a Coroner to a Medical Examiner position. As of right now there is no written job description for a Medical Examiner position so Mike Collard from Human Resources would need to start working on a position description for the November 2022 election.

The Coroner's Office is already taking steps to move to a Medical Examiner position instead of a Coroner position. They also went back to working with Fond du Lac County for autopsies but will still send more difficult cases down to Milwaukee County for autopsies. Cheryl Brehmer recently earned her death investigation certificate and has two classes left for her Forensic Science Degree.

The next steps are to work with Human Resources to write up a job description for the Medical Examiner position and for them to also work on the key metrics for that position.

12. Consideration (Vote): Accept \$148,000.00 Wisconsin Department of Justice Grant to renovate jail cells. – Sheriff John Matz

Sheriff Matz discussed the Department of Justice Grant and stated the money is being used to renovate 60 cell doors in accordance with the Prison Rape Elimination Act (PREA). The metal

mesh part of the cell doors is being replaced with Corrections glass. This project was approved through the Department of Corrections which awarded the Sheriff's Office with the grant money.

A motion to approve the acceptance of the \$148,000.00 Wisconsin Department of Justice Grant to renovate jail cells was made by Vicki Schorse, seconded by Mike Brunn. Carried 5-0.

13. Sheriff's Report

Chairman Wingren personally thanked the Sheriff for the reading of the Declaration of Independence on July 4th. It was a well-attended event.

Sheriff Matz reminded the committee members of the 5 part time positions going to full time on the board agenda. There is no financial impact, just a move on the organizational chart.

Sheriff Matz responded to Supervisor Defferding's comments regarding the jail accreditation. He also stated the Sheriff's Office is moving forward with the accreditation process but are still waiting on the contracted medical services piece as that will have a financial impact with accreditation.

Sheriff Matz discussed the upcoming budget changes in regards to inmate calling minutes. Right now they currently pay \$.21/min and it will be going down to \$.16/min. The jail will also be allowing 2 free video visitations a week via an iPad that the inmate will be responsible for while they are in the facility.

Sheriff Matz stated the current jail count is 229.

A committee member asked for an update on the 980 Offender situation. Mary Anne Mueller from Corporation Counsel stated a property has been found so a spot will be available for any upcoming releases so the county will not be penalized.

14. Suggested items for next agenda

Budget Reviews

Board Size – September Special Orders meeting

Medical Examiner update

District Attorney's progress report for Connect

15. Next Meeting Date: Monday, August 9, 2021

16. Adjourn

A motion to adjourn was made at 10:13 am by Mike Brunn, seconded by Vicki Schorse. Carried 5-0.

Respectfully Submitted:

Kimberly Delcore
Winnebago County Sheriff's Office