

WINNEBAGO COUNTY BOARD OF SUPERVISORS
JUDICIARY & PUBLIC SAFETY COMMITTEE

DATE: JUNE 9, 2014

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
LARRY SMITH
BILL ROH

ALSO PRESENT: SUE ERTMER – COUNTY CLERK
MELISSA KONRAD – CLERK OF COURTS
MIKE ELDER – FACILITIES
JOHN MATZ – SHERIFF
TODD CHRISTOPHERSON - SHERIFF

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. Approval of minutes of May 12, 2014 meeting

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

3. Public comments on agenda items

None.

4. Communications

Bill Wingren discussed the resolution regarding extra insurance in reference to one of the Sheriff's Office K9's biting another dog.

Paul Eisen discussed articles he read in a NACO bulletin and Oshkosh Northwestern regarding illegal immigrants and asked Sheriff Matz what his policy was on this matter. Sheriff Matz advised that his office does work with Immigration concerning illegal immigrants who are charged with a felony. He advised that Immigration is only concerned with illegal immigrants who commit a felony.

5. Discussion/action: Budget Transfer – Temporary Help Request – County Clerk – Sue Ertmer

Sue Ertmer advised that she will have another staff member going out on medical leave in August for about eight-(8) weeks. She wants to change her temporary part-time position to a full-time temporary position to help with the workload. The cost will come out of the salary contingency fund.

A motion to approve changing the part-time temporary position to a full-time temporary position was made by Paul Eisen, seconded by Bill Roh. All in favor, motion carried 5-0.

6. Discussion/possible action: Consolidation of the Clerk of Courts Office – Melissa Konrad

Melissa Konrad advised that she wants to go ahead with getting all of her files stored in one space and create one counter rather than having three-(3) individual offices. Having only one counter will allow all staff to be cross-trained in all divisions so people don't have to go to three different locations. She explained that although this change was already approved earlier, it was contingent upon the study being completed. She met with the people doing the study in May and they aren't sure if her office will even be moved and the study is not expected to be done for another 2-3 years by the time it has gone through all processes. Mike Elder explained that the changes being requested is all movable equipment which means that anything being moved now can also be moved again later (i.e. movable file storage, moveable partitions, movable carpet tiles etc.)

A motion to approve a budget transfer prior to the study being completed to cover the cost of these changes was made by Bill Roh, seconded by Larry Smith. All in favor, motion carried 5-0.

7. Discussion: County Records Management and Storage – Melissa Konrad

Bill Wingren stated that he would like to look into using the Work Release Center as a multi-use facility and not just used for record storage.

Melissa Konrad handed out a chart showing where each county department is currently storing their records. Mike Elder advised that even though we are in a digital age there still remains some records that must be kept for a specific number of years. Some of the current storage locations are not well suited for storing paper files due to lack of climate control. The Work Release Center would provide the proper climate control and there would still be enough room for other purposes. He will begin putting a plan together to be placed in his budget as soon as possible.

8. Resolution requesting Sheriff Matz to read the Declaration of Independence from the Courthouse steps on the 4th of July, 2014

A motion to approve a resolution to have Sheriff Matz read the Declaration of Independence was made by Larry Smith, seconded by Bill Roh. All in favor, motion carried 5-0.

9. Discussion/possible action: Adoption of Statute 947.0125 into ordinance – Sheriff Matz

Sheriff Matz advised that the current Disorderly Conduct Statute doesn't really fit in situations of cyber bullying. Adopting it into an ordinance will allow officers to better deal with cyber bullying via phone or computer. The fine/bond will be the same as those under the Disorderly Conduct Statute. Corporation Counsel John Bodnar will draft a resolution to be presented to the County Board.

A motion to approve a resolution to adopt Statute 947.0125 into an ordinance was made by Paul Eisen, seconded by Tom Ellis. All in favor, motion carried 5-0.

10. Sheriff's Report

Sheriff Matz advised that the propane project is currently on hold due to the fuel tanks needed for the squads not yet being approved by the EPA and the cost of propane due to the shortage. Once the fuel tanks are approved he will put out an RFP, but feels he probably will not proceed with the use of propane.

In his 2015 budget, Sheriff Matz is proposing changing four-(4) Patrol Sergeant positions into Lieutenant positions. The yearly average income for the Patrol Sergeants is almost the same as the yearly average income of a Lieutenant and his current Shift Lieutenants put in an average of 600 additional hours a year due to special events and their needing to fill a Patrol Sergeant's position for various reasons. This change will give his office the flexibility to use the Lieutenants for training and special events without creating overtime and the workload will be spread out amongst eight-(8) Lieutenants rather than the current four-(4) Lieutenants. He is also proposing changing the Detective Sergeant position to a Detective Lieutenant position which will also give his office more flexibility.

Sheriff Matz is looking into purchasing a body scanner in an effort to keep contraband from getting into the jail. New people entering the jail must meet certain criteria before officers can legally do a strip search and many times individuals are keeping the contraband in a body cavity. A body scanner would detect contraband being kept in a body cavity. The cost for the body scanner is \$200,000 and can be taken out of the Inmate Trust Account. They are still researching if there are any health risks in the use of a body scanner and are waiting to hear back from the Attorney General as to how and when a body scanner can be used.

11. Suggested items for next agenda

None.

12. Next meeting date

July 14, 2014

13. Adjourn

A motion to adjourn was made at 9:55 a.m. by Larry Smith, seconded by Paul Eisen. All in favor, motion carried 5-0.

Respectfully Submitted:

Sandy Schauz
Winnebago County Sheriff's Office