

**RICHLAND COUNTY LAW ENFORCEMENT AND JUDICIARY COMMITTEE
MEETING
Friday, March 14, 2014**

The Richland County Board of Supervisors Law Enforcement and Judiciary Committee met on Friday, March 14, 2014 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

LEJC Committee members present at the meeting were: Committee Vice Chair Richard Rasmussen and Committee members Paul Kinney and Don Seep. Present from the Richland County Sheriff's Department were Sheriff Darrell Berglin, Chief Deputy Tom Hougan and Lt. Bob Frank. Also present for the meeting or a portion of the meeting were Richland County Clerk of Court Stacy Kleist, Richland County District Attorney Jennifer Harper, Richland County Register in Probate/Probate Registrar Sandy McNamer and Deputy Coroner Paul Higgins.

Agenda Item #1: Call to Order: Committee Vice-Chair Richard Rasmussen called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for March 14, 2014 LEJC Meeting: Committee Vice-Chair Rasmussen confirmed with Sheriff Berglin that the meeting was properly posted. Upon receiving confirmation, Rasmussen declared the meeting to be properly posted.

Agenda Item #3: Read and Approve the Agenda for March 14, 2014 LEJC Meeting: Motion by Don Seep to approve the agenda with 13 agenda items listed. 2nd to this motion by Paul Kinney. Motion carried agenda approved.

Agenda Item #4: Read and Approve Minutes of the February 14, 2014 LEJC Meeting: Motion by Paul Kinney to accept the minutes as mailed, 2nd to this motion by Don Seep. Motion passed, minutes accepted.

Agenda Item #5: Clerk of Court Updates: Richland County Clerk of Court Stacy Kleist handed out a detailed written report to the committee titled February 2014. Clerk Kleist reviewed the report with the committee. Kleist noted that while February was a short month generally, it was a big month in collections including collections associated with tax intercept monies in the amount of about \$40,000. General discussion regarding the process of tax intercept and collections. During discussion, Kleist noted that only state tax refund money can be collected-not federal tax money. Discussion regarding child support and victim collections. Discussion of upcoming courthouse

security conference and lack of security training for county courthouse personnel.

Agenda Item #6: District Attorney Update: District Attorney Jennifer Harper appeared before the committee to discuss the victim witness coordinator position in her office and the funding issues that have come up due to the state reimbursement falling under 50% for a short period of time and how that affects her budget and the ordinance which created the county position. Harper advised that the state is working hard to find better funding sources to ensure more assistance to the programs around the state. Paul Kinney asked about the starving horses reported at a previous LEJC meeting. Discussion of computer updates needed in DA computers and issues regarding the difficulties using lap top computers in the small court room. Harper said that she took money earmarked for another project and used that money to install secure wireless in the small courtroom due to the need for computer access in that courtroom.

Agenda Item #7: Coroner Updates: Deputy Coroner Paul Higgins reported four February coroner calls.

Agenda Item#9: Approve monthly invoices and other Sheriff's Department Reports: Sheriff Berglin handed out a new and updated jail population report and his monthly blue sheet report. The sheriff reviewed the report with the committee. CPR/AED and POSC (Principals of Subject Control) training for the month was discussed. Review of the bills. Question on bill #8, prescription medications for jail inmates. Discussion of the new jail medical program coming in April. Sheriff Berglin said that jailers and his command staff would be trained on the new program on April 8 and it would start shorting thereafter. Discussion of Jail Assessment monies and how they are spent. Discussion that an LEJC meeting date would be needed to interview candidates to replace Jennifer Frey who left the department and headed north to do child abuse and child neglect investigations for Ashland County Department of Health and Human Services. Motion to approve the bills by Don Seep. 2nd to this motion by Paul Kinney. Motion approved.

Agenda Item #9: Mapping/Radio Updates: Lt. Frank reported that the only EMS map left to finalize was the Blue River ambulance district. Discussion of EMS coverage areas. Lt. Frank then reported that next Wednesday if weather permits he and Gencom would begin the installation of the new store-and-forward radio system in Yuba. Discussion.

Agenda Item #10: Spillman Maintenance Contract: Lt. Frank reported that the resolution at the last county board meeting was incorrect with less money quoted than needed. Frank said that it appeared that number used on the resolution was the same number as before when it should have had an increase listed. Chief Deputy Hougan said the numbers used in the LEJC

meeting and listed in the minutes were the correct numbers and finance had correct numbers but when it got to the county board the numbers were not correct. The actual cost that needed to be passed was \$21, 342. Frank said the committee needs to send the matter to the finance/personnel committee to rectify the problem. Discussion. After discussion, motion by Don Seep to forward the matter to finance/personnel to correct. 2nd to this motion by Paul Kinney, motion passed.

Agenda #11: Dispatch Chair: Lt. Frank said that dispatch was in need of a new chair. The current chairs are iron mesh design for comfort and sturdy enough to last for years. They are used 24/7 by the dispatchers. The chair is \$740 but along with the cost of the chair is a 10 year warranty on repairs. Frank said the warranty is huge considering the use the chair gets 24/7. Frank advised the company has backed their chairs in the past and the hope is to purchase another one and take advantage of the warranty. Discussion. After discussion, motion by Paul Kinney to approve the purchase and stay with the current model of special use chair. 2nd to this motion by Don Seep. Motion passed.

Agenda Item #12: Eligibility List. Chief Deputy Tom Hougan briefed the committee on the status of the current eligibility list and the need to extend the list to fill the Task Force position vacated by Jennifer Frey. Hougan requested that the current 2012-2013 eligibility list be extended by the committee to April 15th and a new list created to fill upcoming openings including the additional jailer/dispatcher position authorized to start on June 1st at last month's county board. Discussion of the eligibility list. After the discussion, motion by Paul Kinney to extend the 2012-2013 list to April 15, 2014. 2nd to this motion by Don Seep. Motion passed. Hougan said he now needs authorization from the committee to begin the process of developing a new 2014-2015 eligibility list to use after April 15. Motion by Paul Kinney to authorize that a new list the 2014-2015 list be started. 2nd to this motion by Don Seep. Motion carried.

Agenda Item #13: Adjourn: Discussion regarding the time to meet to do interviews for the Task Force Deputy. After discussion, Friday, March 21st was set tentatively as the time to meet to do interviews. Then motion by Don Seep to adjourn. 2nd by Paul Kinney. Motion passed, meeting adjourned.

Minutes Respectfully Submitted by,
Chief Deputy Tom Hougan