

BOARD OF SUPERVISORS

Brown County



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PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Andy Nicholson, Vice Chair

Megan Borchardt, Staush Gruszynski, Richard Schadewald

PUBLIC SAFETY COMMITTEE

Wednesday, January 2, 2019

4:00 PM

Brown County Sheriff's Office
2684 Development Drive, Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE
ACTION ON ANY ITEM LISTED ON THE AGENDA

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of December 5, 2018.

Comments from the Public.

1. Review Minutes of:
 - a. Fire Investigation Task Force Board of Directors (September 12, 2018).
 - b. Fire Investigation Task Force General Membership (September 6, 2018).

Circuit Courts, Commissioners, Probate

2. Budget Status Financial Report for November 2018 – Unaudited.
3. Director's Report.

Medical Examiner

4. Budget Status Financial Report for November 2018 – Unaudited.
5. Medical Examiner's Report.

Sheriff

6. Update on Jail Addition – *Standing Item*.
7. Budget Status Financial Report for November 2018 – Unaudited.
8. Budget Adjustment Request (19-001): Any increase in expenses with an offsetting increase in revenue.
9. Sheriff's Report.

Communications

10. Communication from Supervisor Schadewald re: This is my request for the Facilities Director to attend February Public Safety Committee meeting to report on the following: Courthouse Security update, copper roof update and maintenance at Courthouse. *Referred from December County Board.*

Clerk of Courts; Emergency Management and Public Safety Communications – No agenda items.

Other

11. Audit of bills.
12. Such other matters as authorized by law.
13. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Public Safety Committee was held on Wednesday, December 5, 2018 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Buckley, Supervisor Schadewald, Supervisor Nicholson, Supervisor Borchardt

Excused: Supervisor Gruszynski

Also Present: DA Office Manager Michele Andresen, Director of Public Safety Communications Cullen Peltier, Emergency Management Director Jerad Preston, Medical Examiner Director of Operations Barry Irmen, Director of Administration Chad Weininger, Circuit Courts Office Manager Michelle Wallerius, Jail Lieutenant John Mitchell, Chief Deputy Todd Delain, District Attorney David Lasee, Supervisors Brusky, Hoyer, Lefebvre and Tran, Bob Srenaski and other interested parties.

I. Call meeting to order.

The meeting was called to order by Chair Pat Buckley at 4:00 pm.

II. Approve/Modify Agenda.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of October 17, 2018

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public.

Supervisor Schadewald informed he had received a letter from Brian Nies on behalf of the Brown County Correctional Officers. He read this letter to the Committee and a copy of the same is attached.

-Marian Boyle-Rohloff, 1179 Reed Street, Green Bay, WI

Boyle-Rohloff stated she is a local pastor as well as the co-chair of JOSHUA's prison reform team. She spoke on behalf of JOSHUA and informed they are grateful for the progress that has been made in the formation of the Criminal Justice Department and indicated JOSHUA is hopeful that the pending Efficiency Improvement Work Group can move forward soon. She encouraged more asking of questions and study as to how to reduce the number of people in the jail and also looking at the amount of time people spend in the jail and how the system can be more efficient and appropriate in terms of bail reform, moving people to treatment opportunities, having speedier court processes and trials. She is here to support efforts that are underway and encourage more of that in the future.

1. Review Minutes Of:

a. Criminal Justice Coordinating Board of September 13 and November 8, 2018.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

b. Local Emergency Planning Committee – LEPC of September 11 and November 13, 2018.

Motion made by Supervisor Nicholson, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Circuit Courts, Commissioners, Probate

2. Budget Status Financial Report for September and October 2018 – Unaudited.

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Circuit Court Officer Manager Michelle Wallerius informed their budget is in line as projected.

**Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

3. Director's Report.

Wallerius informed the security glass project in the Court Commissioner's office is moving forward; everything has been ordered and there will be a savings of about \$15,000 on the project which will be done by the end of the year. She also reported the audio system in Branch 6 will be replaced in the next two weeks and the audio in Branch 4 will also be replaced shortly.

**Motion made by Supervisor Nicholson, seconded by Supervisor Borchardt to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Medical Examiner

4. Budget Status Financial Report for October 2018 – Unaudited.

Medical Examiner Director of Operations Barry Irmen reported the budget is fine and on track with no problems.

**Motion made by Supervisor Schadewald, seconded by Supervisor Nicholson to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

5. 2018 Medical Examiner Activity Spreadsheet.

**Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

6. Update on the Planning of the Medical Examiner office.

Irmen reported Dane County is hiring their fourth physician but there is still a fifth position open that will be funded after August 2019. They are having a very difficult time recruiting a doctor for Green Bay. That means doctors will have to be rotated up to Green Bay on a schedule to provide full coverage for the county so there is always someone here to do autopsies, cover homicides and things like that. As far as the building goes, a meeting took place yesterday with the planning group, engineers, architects and county representatives to try to get the building where the budget is, but this was not successful.

Irmen continued that the morgue design expert that works for the group that got the design contract will be going back to the drawing board. Schadewald asked why this project is not coming in at budget and Irmen responded that he feels perhaps not enough money was budgeted and a lot of this depends on what Brown County wants. He feels if Brown County wants the space required just to do Brown, Door and Oconto County cases, they are probably still short, based on the drawings. Irmen said the design companies that are giving the numbers are using their best guess as to what a square foot costs. He feels it is way too early in the process to say what the number is. A lot of money is being paid to people to give a best guess and they could either be right on the money or way off.

Director of Administration Chad Weininger feels the project could be scoped down, but the problem is then there would not be a donation suite and a number of other things that could be problematic in the future from a revenue standpoint. There is a lot of complexity in order to position the county for the future growth to bring in the revenue and there are some things that really cannot be cut out, and those are the things that are adding the costs. The equipment and the way it needs to be staged is a lot more complex and advanced than was anticipated. There would not be another facility like what is being done in Brown County in northeastern Wisconsin.

Weininger continued that they will keep going through the process of looking for things to scope down a little bit, but then the question becomes why even build the new facility. He feels that sooner or later counties are going to be forced to go to a more regional approach for ME services. |||

Schadewald stressed it is important to him that the facility be built correctly with the right model and with the right policies. If Brown County is going to become a regional center, we do not want to build an inefficient building, but at the same time, we do not want to overspend. The more information that is brought forward to this Committee the better so that this Committee can share information with the rest of the Board. He asked where we are at with regard to becoming a regional center. Weininger said the original goal was to bring Dane County on board to service the current department and when we hit a large enough case load that would make it economically feasible, we would bring someone up here full time from Dane County. That caseload was hit the first year, but the problem is there is no place for them to do the autopsies. The current project could be scaled back a little bit, but that does not seem to make much sense when we can build a little more and then bring in revenue sources by bringing in from Michigan and the surrounding communities.

Currently there are only four places in the state to get autopsies done: Milwaukee, Fond du Lac, Dane County and UW in Madison. Fond du Lac hired a chief and a doctor right out of fellow as the deputy medical examiner, but the chief left before he was there for two months. Marathon County does about 50 – 75 autopsies and they wanted to build a regional facility, but there is nothing in their proposed 2019 budget for this. There is a significant shortage of forensic pathologists across the country, and Wisconsin is no exception. There are counties that are driving a great distance to have their autopsies done and some of the western counties are going across the river to get their autopsies done. Irmen feels there is significant need in this area. There has to be about 200 autopsies a year before it is feasible to hire a doctor and Brown County has hit that number in the last two years. Irmen feels there is an opportunity here, but it is not right at the opening day. You have to reach out to potential customers, make it easy for them to come to you, provide a good service that the lay medical examiners and District Attorney recognize as a good work product that they can understand. Irmen feels the business is out there, but right now there are a lot of unknowns because we do not know when it will open and what the staffing will be. Brown County is currently paying a lot of money to have decedents brought to Dane County and then brought back. He also feels the donation suite is important because families who lose loved ones are approached by donation agencies and it is a public service and something positive that comes from something tragic so we should be able to facilitate that. There would also be a fee charged for using the facility that covers things like medical waste, plumbing, staffing, etc. There is also money to be generated by doing out of county autopsies. If Brown County makes it easy for counties to come here, treats them with respect and gives a good product, more counties will start to come. Dane County currently serves 8 – 10 additional counties, plus the counties they have inter-governmental agreements with. Irmen reiterated there is a need for the service and Brown County has the workload and number of cases to make this make sense. Buckley feels there is one opportunity to do this right. He does not want to have to come back in the future looking for money to add on.

Schadewald feels we should be proactive and should be reaching out to other counties to gauge their interest. He feels it would be easier if while we are building, we are also talking which will help justify the expense. Then when the facility is ready, we will know the interest of the other counties. This information will be helpful in decision as to how much we went to go over the budgeted amount. Irmen responded that it is very difficult to commit to something that does not exist. Brown County would be a vendor, and other counties would be the customers and they would have to see what they will get. Brown County would have to do everything possible to make them happy to generate business. Irmen also noted that in January there will be new elected coroners taking office in some of the surrounding counties and, further, there will be new lay medical examiners taking office in January as well in counties that have gone from a coroner system to a lay medical examiner system. He said there is interest in the counties he has spoken with, but they want to see what the facility ends up looking like.

The shortage of doctors was discussed further and Borchardt asked if part of the issue of getting a doctor here is that there is not yet a facility. Irmen said that is probably part of it. He said there are 500 forensic pathologists throughout the United States, but there is need for 1,000. Everything from wages to work load to how pretty an office is and the amenities of the community factor into decisions. A lot of doctors migrate to the larger areas and some do not want to come to the Midwest and be cold. Irmen assured that Dane County is committed to the relationship with Brown County and rotating a doctor up here and providing seven day a week coverage for autopsies.

**Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

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7. Medical Examiner's Report.

Irmen did not have anything further to report other than what was discussed above.

**Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Public Safety Communications

8. Budget Status Financial Report for September and October 2018 – Unaudited.

Director of Public Safety Communications Cullen Peltier informed the budget is still on target to meet the budget goals for the year.

**Motion made by Supervisor Schadewald, seconded by Supervisor Nicholson to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

9. Director's Report.

Peltier informed they are fully staffed at the telecomm level and they also have filled the supervisor vacancy and departmental vacancy. With regard to the CAD project, the go live is scheduled for December 12 at about 4:00 am. There have been a few issues in the last few days installing the program on some older data terminals but they are working through that.

**Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Emergency Management

10. Budget Status Financial Report for September and October 2018 – Unaudited.

Emergency Management Director Jerad Preston informed their budget is in good shape and there have not been any unexpected expenses.

**Motion made by Supervisor Schadewald, seconded by Supervisor Nicholson to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

11. Director's Report.

Preston informed the siren on North Webster Avenue has been taken down and there have not been any comments regarding that. He also informed the mitigation project will begin in January and should take about a year to complete.

**Motion made by Supervisor Schadewald, seconded by Supervisor Nicholson to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Sheriff

12. Update on Jail Addition – *Standing Item.*

Chief Deputy Todd Delain and Jail Lt. John Mitchell addressed the Committee. Delain informed the project is moving along and it appears as it stands now there are not any issues with the budget. He said they continue to look at the long term needs to be sure those are taken into consideration. They are looking at the needs of different inmate populations and taking all of those things into consideration, especially from a staffing standpoint because if there are more cells for special needs, more staffing is often needed which drives up operational costs. They are looking at ways to address those needs in other parts of the institution so they can keep the staffing in the area that was originally discussed. Plans are moving along as expected as of this time.

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Motion made by Supervisor Nicholson, seconded by Supervisor Borchardt to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

13. Budget Status Financial Report for October 2018 – Unaudited.

Delain informed expenses are currently at 82.9% and revenue is at 82.7% which is right on track. There are no surprises with the budget as of this time.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

14. Key Factor Report Through October 2018.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

15. Budget Adjustment Request (18-119): Any increase in expenses with an offsetting increase in revenue.

The Sheriff's Office Patrol Division wishes to purchase a traffic speed radar display sign and related supplies utilizing a \$1,000 state grant, a recent corporate donation from Keller Corporation and funds remaining in federal asset seizures. This would be a portable sign that can be moved to various locations.

Motion made by Supervisor Schadewald, seconded by Supervisor Nicholson to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

16. Budget Adjustment Request (18-124): Any increase in expenses with an offsetting increase in revenue.

This 2018 budget request is to increase grant revenue and related expenses to participate in a Wisconsin Emergency Management grant. The grant provides funds for training in the use of night vision equipment for SWAT operations. There is no match required for this grant.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

17. Resolution In Support of Participating in the 2019 County-Tribal Law Enforcement Grant.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

18. Sheriff's Report.

Delain said Brad Brodbeck, Supervisor of the Patrol Division, has been named Chief Deputy effective January 2. There will be several retirements coming up for long-term employees so there will be some new faces and new people in some positions. Interviews for some positions are also being done. Delain said as of November 26, every correctional officer position at the Jail has been filled. He recalled that at the end of 2017 they made some revisions to the interview process and they have been doing interviews monthly which has really helped. It will take several months to get everyone through training, but once that is done they will be in good shape.

Motion made by Supervisor Nicholson, seconded by Supervisor Schadewald to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Communications

19. Communication from Supervisors Brusky and Schadewald re: This is our request to form a Criminal Justice System Efficiency Improvement Work Group. This multi-function team would seek to identify opportunities to increase the justice system's operational efficiency and recommend specific actions to contain the growth and/or reduce the

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system's operating costs. Motion to refer to Criminal Justice Coordinating Board to bring back a report at the October Public Safety meeting regarding the System Efficiency Improvement Work Group. ***Held for one month.***

Supervisor Brusky said this communication was first brought forward in January. At this time they are waiting for Judge Atkinson to approve the members of the work group and she also noted he will be putting forwarding a draft of a resolution creating the work group. Schadewald thanked Brusky for her continued work on this.

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

20. **Communication from Supervisor Lefebvre re: The Brown County Board needs to do a five year plan regarding budgets. The County needs to set and prioritize which department needs more attention (money and staff) – 1 to 10 (department raked) on this need. This way we will know what department needs will be in the future with department moving up and down on the scale. Referred from October 17, 2018.**

Supervisor Lefebvre informed this in front of all Committees so they can all think about it. She wants to think ahead and not wait until budget time to find out the needs of the departments. She feels we need to start talking to departments in January to see where they stand and what they need so we can figure out and plan for the priorities. She talked about the increased number of cases in both Child Protection and Adult Protection and feels that is definitely one of the areas that we will need to put on the top of the list for the 2020 budget. She would like the needs ranked so everyone can stay focused.

Motion made by Supervisor Nicholson, seconded by Supervisor Borchardt to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

21. **Communication from Supervisor Buckley re: Have the District Attorney's Office be prepared to have a discussion on potential offenses that can/could be sent to Municipal Court for action. Held until the December Public Safety Committee meeting.**

District Attorney David Lasee informed he is gathering information from local law enforcement agencies and is asking them to provide him with a list of their policies and thresholds for possession of THC, possession of drug paraphernalia, theft, criminal damage to property and retail theft. He is looking for information as to what the criteria is for each offense. After he receives all of the information from all of the departments, they can engage in discussions of having consistent thresholds across the board.

Buckley asked if Lasee feels the current criteria will differ from department to department. Lasee feels it will and noted that some of the smaller departments may not have any official criteria and do things on a case by case basis while some of the larger departments likely have written policies that set forth the thresholds for these offenses.

Schadewald wants to look at how we can cooperate with the municipalities. He asked if the County Board can set the thresholds or if that is done by statute. Lasee responded that it is the discretion of the District Attorney's office as to what cases they prosecute. Lasee said the DA's office could decide not take cases sent to them and instead, push them back to the municipalities for prosecution. He will not dictate to the law enforcement departments how to do their jobs, but would like to get a conversation started regarding getting some consistencies with the thresholds. He added that many of municipalities probably would not want the DA's office to take over more cases for financial reasons.

Buckley asked how many cases are in the DA's office that have not been looked at yet. Lasee said there are probably 3000 cases and they are generally lower level cases such as possession, obstruction and non-violet disorderly conduct as well as low level property damage.

Motion made by Supervisor Nicholson, seconded by Supervisor Borchardt to hold for three months. Vote taken.
MOTION CARRIED UNANIMOUSLY

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Other

22. Audit of bills.

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to acknowledge receipt of the bills.
Vote taken. MOTION CARRIED UNANIMOUSLY

23. Such other matters as authorized by law. None.

24. Adjourn.

Motion made by Supervisor Schadewald, seconded by Supervisor Borchardt to adjourn at 4:58 pm. Vote taken.
MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Administrative Specialist

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE
BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on Wednesday, September 12, 2018, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Todd Delain, Eric Dunning, David Lasee, Joe Patenaude, Rob Goplin, Paul Ebel, David Poteat

Excused: Glenn Deviley, Alan Matzke

Item #1. Adoption of the Agenda.

Motion made by Delain and seconded by Lasee to adopt the second agenda that was sent out in which an item was added to Item #6. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion made by Delain and seconded by Patenaude to approve the minutes from the previous meeting on June 14, 2018. **Motion carried.**

Item #3. Report of General Membership Coordinator.

Patenaude reported the General Membership meeting was last week; however, he was unable to attend. Petra Schwab from the Medical Examiner's Office gave a presentation for the training portion of the meeting. The Task Force was called out to two fires since the last meeting:

- CTH EE/Overland Rd., Hobart (barn) – The Task Force did not need to be called out on this. It was not suspicious.
- 353 W. Pulaski St., Pulaski (garage) – Juveniles playing with stick lighter.

Patenaude stated the General Membership had a question about if De Pere or Green Bay Fire JFS interviewers could be utilized by the Task Force outside of their jurisdictions since the Task Force doesn't have any trained JFS personnel at this time. Goplin said there wouldn't be a problem with a request for his JFS interviewer, who is currently Cody Johnson. Delain stated if there would be a bill for this, the Task Force would pay it.

Patenaude stated they are working on the grant application to State Farm for respirators. We won't find out until the end of the first quarter 2019 if we get it.

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Item #4. Financial Report.

Delain reported a balance of \$20,224.67 in the budget. Motion made by Goplin and seconded by Patenaude to approve the financial report. **Motion carried.**

Item #5. Old Business.

A. Disposition of Case Proceedings.
There was nothing to report.

B. Tow Truck for Smokehouse.
Green Bay Metro Fire has offered their old water rescue truck, a Chevy ¾ ton, to the Task Force. Goplin states it should be ready for use by the end of September.

Delain stated he saw a used service body box for sale at Rollin-On. After discussion, motion was made by Goplin and seconded by Delain to authorize up to \$4,900 to purchase, paint and install the used service body box based on GBMFD mechanic's recommendation. **Motion carried.** A second motion was made by Goplin and seconded by Delain to call a special meeting if purchasing the used service body doesn't work out. **Motion carried.**

C. BATS Update.
Patenaude stated Dhuey wants to look into this program further before anything is done. Motion made by Delain and seconded by Lasee to table this until the next meeting. **Motion carried.**

Item #6. New Business.

A. Fire Investigation Task Force Membership Application.
Dunning received an application from Cody Johnson from Green Bay Metro Fire. He would like to send another posting for applicants to all fire and police chiefs. It was suggested there be two separate postings for levels I/II and III/IV.

Item #7. Report of Juvenile Firesetter Program Coordinator.

Patenaude will talk to Goplin about having Cody Johnson talk with the juveniles involved in the Pulaski fire.

Item #8. Other Matters.

Goplin stated the smokehouse is nearing its end and maybe has another year or so left. He will talk to Fond du Lac to see what they purchased. It was discussed that maybe we need to check

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into other avenues other than a smokehouse and get information on what is the current practice. It was suggested that a committee be formed and give them direction on what we want. Goplin stated he will bring this up at the fire chiefs and MABAS meeting tomorrow night.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for Thursday, December 13, 2018, at 9:00 a.m., at the Brown County Sheriff's Office.

Item #10. Adjourn.

Motion made by Delain and seconded by Patenaude to adjourn the meeting. **Motion carried.** The meeting adjourned at approximately 10 a.m.

Respectfully submitted,

Marsha Laurent
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on Thursday, September 6, 2018, at 7:00 p.m., at De Pere Fire Station #1, 400 Lewis St., De Pere, WI.

Present: Tom Hendricks, Jeff Janiak, Angie Cali, Cody Johnson, Greg Dougherty, Glenn Deviley, Bill Tews, Gregg Staszak, Kevin Tielens, Tyler Jonet, Terry Rottier, Eric Johnson, Kevin Krueger, Aaron Anderson

Item #1. Adoption of Agenda

Motion was made by Dougherty and seconded by Tielens to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting

Motion was made by Anderson and seconded by Janiak to approve the minutes from the last meeting on May 31, 2018. **Motion carried.**

Item #3. Report of Task Force Activities

Hendricks reported that the Task Force was called out to two fires since the last meeting:

CTH EE/Overland Rd., Hobart (barn) – The reason the Task Force was called was because it was thought a fatality was involved, but it turned out to be someone who had a heart attack in the residence.

353 W. Pulaski St., Pulaski (garage/accidental) – Started by juveniles playing with a stick lighter.

Item #4. Old Business

1. Spring Conference.
 - a. Discuss Value of Presentation.
A comment was made that it was too long to listen to one person talk about one subject.
2. FIT Recertification.
Hendricks reminded those who have their recertification coming due, to get that done.
3. Board of Directors June Meeting.
 - a. On-Call System
The Board is looking at setting up a call-out system similar to that of the Hazmat Team.

b. Inventory.

Patenaude will assign two investigators a month to inventory the rig.

c. BATS.

The Task Force is looking at implementing the BATS program, a databank program used by ATF and law enforcement nationwide. It is very useful in checking to see if someone has a prior fire-setting history. The Board of Directors needs to clear it with the district attorney.

Item #6. New Business

1. Brandon Dhuey Returns as Coordinator and Joe Patenaude as Assistant/Training.

Dhuey is now back as the coordinator and Patenaude the assistant coordinator/training.

2. Call-Out Procedures.

After discussion on what the Board of Directors has proposed, it was felt that more discussion is needed on this. It was mentioned that some investigators' work schedules vary and that some might have children's school activities to attend, so setting a schedule could be difficult. It was brought up that Green Bay is not going out on calls as they don't feel it benefits them since they do their own fire investigations. It was also noted that the call-out list needs to be updated.

3. Monthly Inventory.

Patenaude created a schedule assigning two investigators per month to do inventory/maintenance of the rig starting in September. An inventory checklist is in the rig. He expects it to take about an hour and you will get paid for this.

4. 2019 Meeting Days (Best Day of the Week).

It was agreed that Tuesdays would work best for General Membership meetings. This will start in 2019.

5. State Farm Insurance Grant for Respirators.

State Farm has a grant available that could allow the Task Force to get respirators for every investigator. Someone on the Task Force is working on the grant application. There are some respirators on the rig now. It is recommended that you wear one during fire investigations.

Item #7. Juvenile Firesetter Business

No juvenile firesetter business to report. Per Deviley, a JFS course is planned for the spring seminar in June. There was a question if the JFS interviewers from De Pere and Green Bay can

FITF General Membership
September 6, 2018
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be utilized countywide since the Task Force does not have any. This will be brought to the Board of Directors.

Item #8. Other Business

Deviley stated he is putting together a training session to be held sometime between now and February. If you have any specific training you would like, let him know.

Item #9. Date, Time and Location of Next Meeting

The next meeting is set for Thursday, December 6, 2018, at 7:00 p.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, Wisconsin.

Item #10. Training

Petra Schwab from the Medical Examiner's Office gave a presentation after the business portion of the meeting.

Respectfully submitted,

Marsha Laurent
Recording Secretary

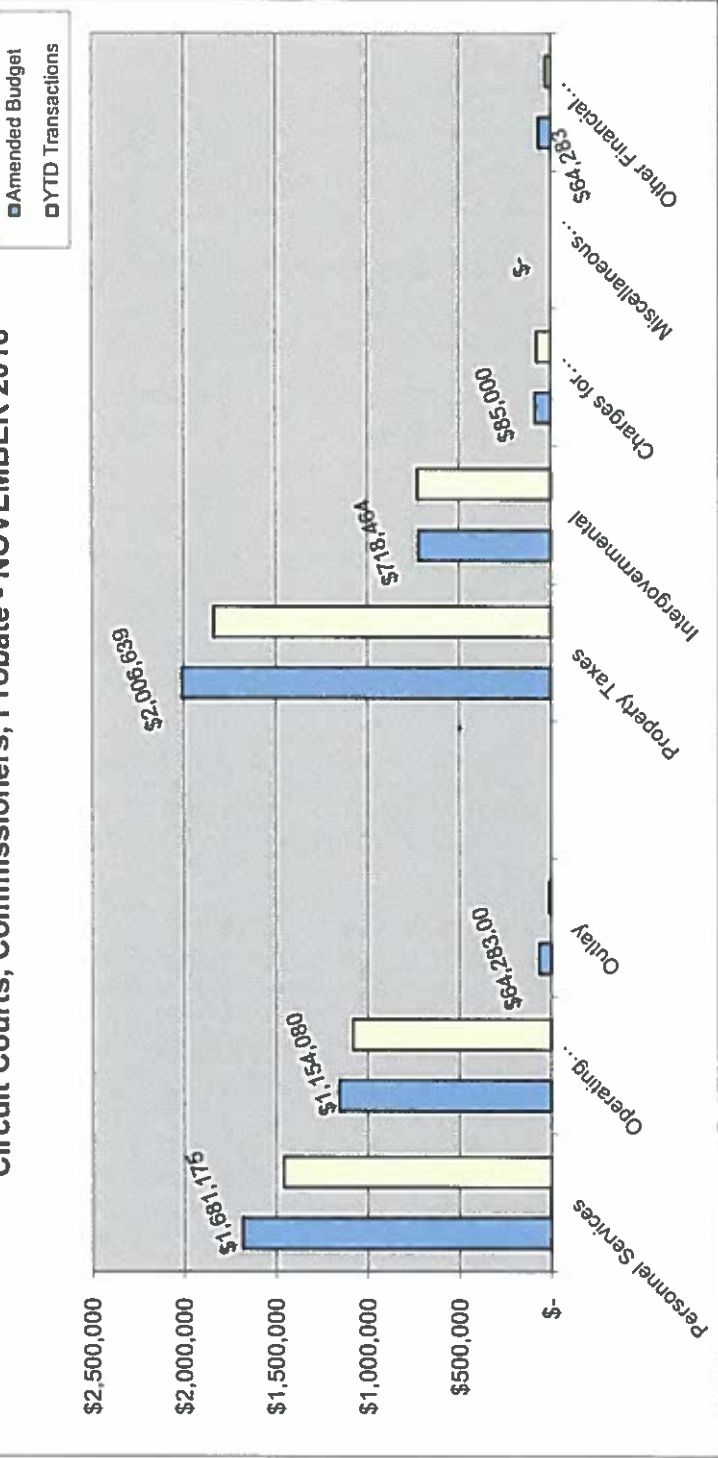
Brown County

Circuit Courts 1-8, Court Commissioners, Register in Probate

Budget Status Report - November 2018

	Amended Budget	YTD Transactions
Personnel Services	\$ 1,681,175	\$ 1,457,716
Operating Expenses	\$ 1,154,080	\$ 1,080,860
Outlay	\$64,283.00	\$ 12,564
Property Taxes	\$ 2,006,639	\$ 1,836,419
Intergovernmental	\$ 718,464	\$ 723,564
Charges for Sales & Services	\$ 85,000	\$ 76,287
Miscellaneous Revenue	\$ -	\$ -
Other Financial Sources	\$64,283	\$ 25,283

Circuit Courts, Commissioners, Probate - NOVEMBER 2018





Budget by Account Classification Report

Through 11/30/18
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund 100 - General Fund									
REVENUE									
Property taxes	1,406,332.00	.00	1,406,332.00	117,194.33	.00	1,289,137.63	117,194.37	92	1,398,455.00
Intergov Revenue	217,950.00	.00	217,950.00	10,700.00	.00	176,885.96	41,064.04	81	178,577.39
Public Charges	45,000.00	.00	45,000.00	6,487.88	.00	33,956.94	11,043.06	75	42,894.72
Miscellaneous Revenue	500.00	3,676.00	4,176.00	.00	.00	.00	4,176.00	0	1,613.99
Other Financing Sources	.00	17,169.00	17,169.00	.00	.00	17,169.00	.00	100	9,800.00
REVENUE TOTALS	\$1,669,782.00	\$20,845.00	\$1,690,627.00	\$134,382.21	\$0.00	\$1,517,149.53	\$173,477.47	90%	\$1,631,341.10
EXPENSE									
Personnel Costs	1,201,790.00	17,169.00	1,218,959.00	96,526.95	.00	1,080,625.66	138,333.34	89	1,164,718.14
Operating Expenses	467,992.00	3,676.00	471,668.00	28,973.25	1,927.00	386,229.28	83,511.72	82	437,440.65
Outlay	.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$1,669,782.00	\$20,845.00	\$1,690,627.00	\$125,500.20	\$1,927.00	\$1,466,854.94	\$221,845.06	87%	\$1,602,158.79
Fund 100 - General Fund Totals									
REVENUE TOTALS	1,669,782.00	20,845.00	1,690,627.00	134,382.21	.00	1,517,149.53	173,477.47	90%	1,631,341.10
EXPENSE TOTALS	1,669,782.00	20,845.00	1,690,627.00	125,500.20	1,927.00	1,466,854.94	221,845.06	87%	1,602,158.79
General Fund Totals	\$0.00	\$0.00	\$0.00	\$8,882.01	(\$1,927.00)	\$50,294.59	(\$48,367.59)		\$29,182.31
Fund 435 - DA Evidence Distribution									
REVENUE									
Other Financing Sources	.00	.00	.00	.00	.00	.00	.00	+++	250,000.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$250,000.00
EXPENSE									
Operating Expenses	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
Outlay	240,000.00	.00	240,000.00	.00	.00	.00	240,000.00	0	.00
EXPENSE TOTALS	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0%	\$0.00
Fund 435 - DA Evidence Distribution Totals									
REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	250,000.00
EXPENSE TOTALS	250,000.00	.00	250,000.00	.00	.00	.00	250,000.00	0%	.00
Grand Totals	(\$250,000.00)	\$0.00	(\$250,000.00)	\$0.00	\$0.00	\$0.00	(\$250,000.00)		\$250,000.00
Grand Totals									
REVENUE TOTALS	1,669,782.00	20,845.00	1,690,627.00	134,382.21	.00	1,517,149.53	173,477.47	90%	1,881,341.10
EXPENSE TOTALS	1,919,782.00	20,845.00	1,940,627.00	125,500.20	1,927.00	1,466,854.94	471,845.06	76%	1,602,158.79
Grand Totals	(\$250,000.00)	\$0.00	(\$250,000.00)	\$8,882.01	(\$1,927.00)	\$50,294.59	(\$298,367.59)		\$279,182.31

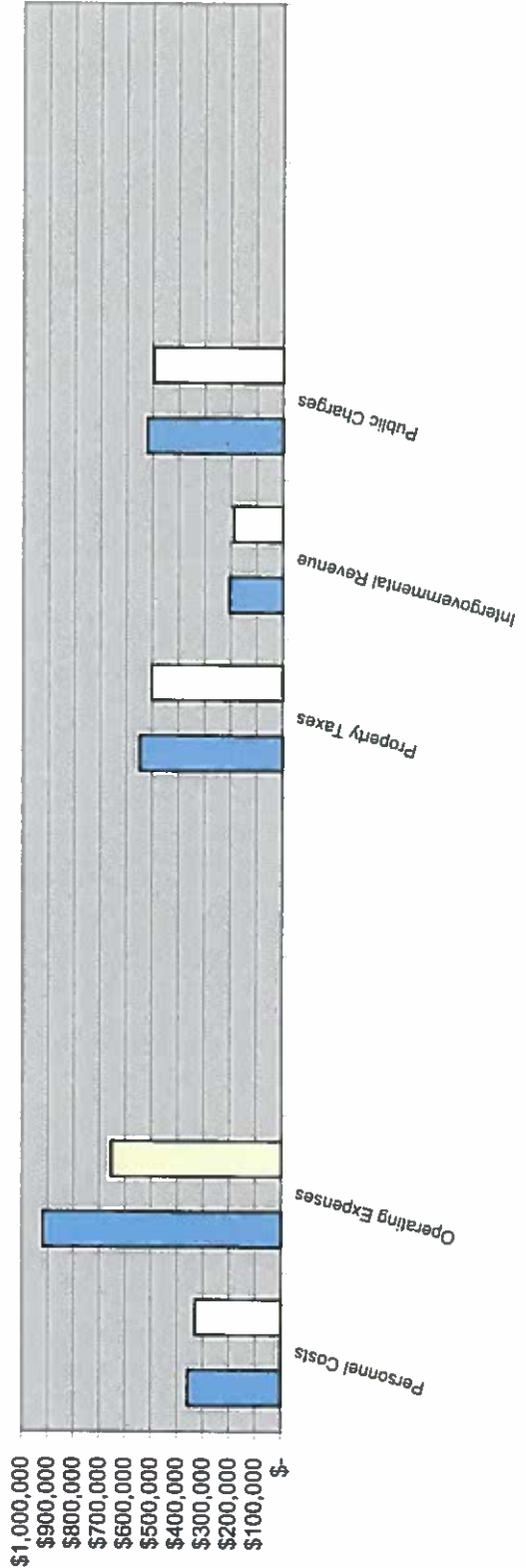
**Brown County
Medical Examiner
Budget Status Report**

BUDGET STATUS REPORT

	Amended Annual Budget	YTD Actual	% Used/ Received
Personnel Costs	356,659	329,130	92.3%
Operating Expenses	917,409	653,289	71.2%
Property Taxes	547,691	502,050	91.7%
Intergovernmental Revenue	205,152	188,056	91.7%
Public Charges	521,225	495,675	95.1%

HIGHLIGHTS:	
<u>Expenses:</u>	
<u>Revenues:</u>	

Medical Examiner - Nov 2018 (Unaudited)



4



Budget by Account Classification Report

Through 11/30/18
 Prior Fiscal Year Activity Included
 Summary Listing

Account Classification	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/Rec'd	Prior Year Total
Fund 100 - General Fund									
REVENUE									
Property taxes	547,691.00	.00	547,691.00	45,640.92	.00	502,050.12	45,640.88	92	476,487.00
Intergov Revenue	205,152.00	.00	205,152.00	17,096.00	.00	188,056.00	17,096.00	92	222,717.81
Public Charges	521,225.00	.00	521,225.00	47,795.00	.00	495,675.10	25,549.90	95	531,395.00
Miscellaneous Revenue	.00	.00	.00	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	47,248.00	47,248.00	.00	.00	47,248.00	.00	100	150,000.00
REVENUE TOTALS	\$1,274,068.00	\$47,248.00	\$1,321,316.00	\$110,531.92	\$0.00	\$1,233,029.22	\$88,286.78	93%	\$1,380,599.81
EXPENSE									
Personnel Costs	356,659.00	4,248.00	360,907.00	37,303.98	.00	329,130.16	31,776.84	91	383,790.13
Operating Expenses	917,409.00	.00	917,409.00	19,026.04	1,545.00	653,289.00	262,575.00	71	928,864.92
Outlay	.00	43,000.00	43,000.00	2,260.00	7,335.14	31,732.00	3,932.86	91	138,000.00
EXPENSE TOTALS	\$1,274,068.00	\$47,248.00	\$1,321,316.00	\$58,590.02	\$8,880.14	\$1,014,151.16	\$298,284.70	77%	\$1,450,655.05
Fund 100 - General Fund Totals									
REVENUE TOTALS	1,274,068.00	47,248.00	1,321,316.00	110,531.92	.00	1,233,029.22	88,286.78	93%	1,380,599.81
EXPENSE TOTALS	1,274,068.00	47,248.00	1,321,316.00	58,590.02	8,880.14	1,014,151.16	298,284.70	77%	1,450,655.05
Grand Totals	\$0.00	\$0.00	\$0.00	\$51,941.90	(\$8,880.14)	\$218,878.06	(\$209,997.92)		(\$70,055.24)

BUDGET STATUS REPORT - UNAUDITED

Brown County
 Sheriff's Office
 Budget Status Report

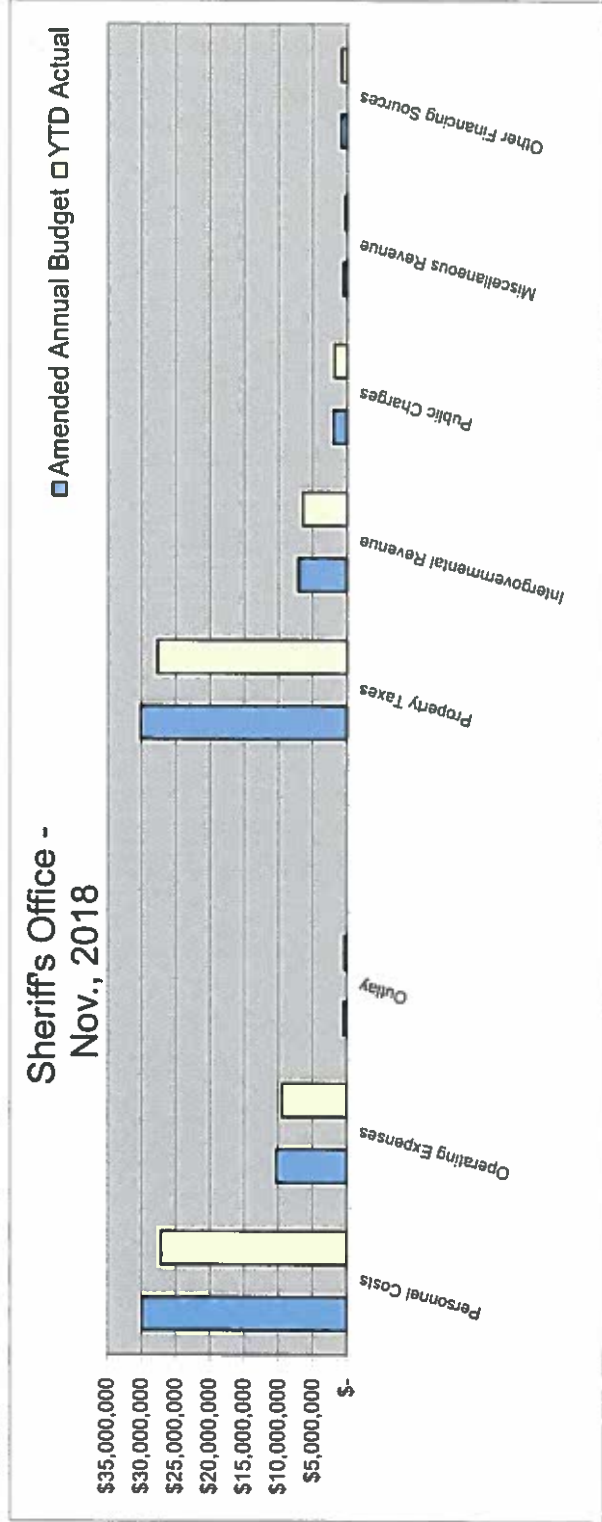
	Amended Annual Budget	YTD Actual	% Used/ Received
Personnel Costs	29,886,780	27,073,658	90.6%
Operating Expenses	10,246,182	9,445,241	92.2%
Outlay	470,486	397,890	84.6%
Property Taxes	30,142,288	27,630,431	91.7%
Intergovernmental Revenue	7,113,291	6,391,734	89.9%
Public Charges	1,976,731	1,849,096	93.5%
Miscellaneous Revenue	516,461	296,011	57.3%
Other Financing Sources	854,677	783,202	91.6%

HIGHLIGHTS:

Expenses: Overall expenses were at 90.9% of budget through Nov. At this time, projections suggest expenses over budget should be largely offset by excess revenues though overall expenses are still expected to exceed total revenue primarily in the personnel costs category.

Revenues: Overall revenues were at 91.0% of budget through Nov. including DARE but 91.4% excluding DARE, which receives funding at year-end. A significant amount of revenue is recognized by year-end receivables and revenues are projected to be well in excess of budget.

Incl. Sheriff's Office and DARE fund combined





Sheriff's Office - Budget by Account Classification Report

Through 11/30/18 - Unaudited
Prior Fiscal Year Activity Included
Summary Listing

Account Classification	Adopted Budget		Amended Budget		Current Month		YTD		YTD		Budget - YTD		% Used/Rec'd	Prior Year Total
	Budget	Amendments	Budget	Budget	Transactions	Encumbrances	Transactions	Transactions	Transactions	Transactions	Transactions	Transactions		
Fund 100 - General Fund														
REVENUE														
Property taxes	30,142,288.00	.00	30,142,288.00		2,511,857.34	.00	27,630,430.74	2,511,857.26	92	29,063,107.00				
Intergov Revenue	6,674,738.00	436,753.00	7,111,491.00		698,843.19	.00	6,391,734.11	719,756.89	90	6,832,498.26				
Public Charges	1,976,731.00	.00	1,976,731.00		142,968.31	.00	1,846,175.94	130,555.06	93	2,050,994.80				
Miscellaneous Revenue	313,065.00	2,500.00	315,565.00		12,736.15	.00	295,860.75	19,704.25	94	323,383.27				
Other Financing Sources	70,000.00	784,677.00	854,677.00		.00	.00	783,201.86	71,475.14	92	597,636.30				
REVENUE TOTALS	\$39,176,822.00	\$1,223,930.00	\$40,400,752.00		\$3,366,404.99	\$0.00	\$36,947,403.40	\$3,453,348.60	91%	\$38,867,619.63				
EXPENSE														
Personnel Costs	28,760,833.00	932,711.00	29,693,544.00		2,453,101.71	.00	26,960,991.80	2,732,552.20	91	29,993,049.79				
Operating Expenses	10,102,752.00	133,969.00	10,236,722.00		800,028.38	.00	9,442,904.34	793,817.66	92	9,241,358.08				
Outlay	313,236.00	157,250.00	470,486.00		24,990.00	.00	397,890.11	72,595.89	85	395,594.50				
EXPENSE TOTALS	\$39,176,822.00	\$1,223,930.00	\$40,400,752.00		\$3,278,120.09	\$0.00	\$36,801,786.25	\$3,598,965.75	91%	\$39,630,002.37				
Fund 100 - General Fund Totals														
REVENUE TOTALS	39,176,822.00	1,223,930.00	40,400,752.00		3,366,404.99	.00	36,947,403.40	3,453,348.60	91%	38,867,619.63				
EXPENSE TOTALS	39,176,822.00	1,223,930.00	40,400,752.00		3,278,120.09	.00	36,801,786.25	3,598,965.75	91%	39,630,002.37				
Fund 100 - General Fund Totals														
REVENUE	\$0.00	\$0.00	\$0.00		\$88,284.90	\$0.00	\$145,617.15	(\$145,617.15)		(\$762,362.74)				
Property taxes	.00	.00	.00		.00	.00	.00	.00	+++	.00				
Intergov Revenue	.00	.00	.00		.00	.00	.00	.00	+++	.00				
Public Charges	1,800.00	.00	1,800.00		300.00	.00	2,920.02	(1,120.02)	162	2,227.50				
Miscellaneous Revenue	197,661.00	3,235.00	200,896.00		.00	.00	150.00	200,746.00	0	98,936.75				
Other Financing Sources	.00	.00	.00		.00	.00	.00	.00	+++	.00				
REVENUE TOTALS	\$199,461.00	\$3,235.00	\$202,696.00		\$300.00	\$0.00	\$3,070.02	\$199,625.98	2%	\$101,164.25				
Personnel Costs	190,001.00	3,235.00	193,236.00		7,830.47	.00	112,666.15	80,569.85	58	97,585.09				
Operating Expenses	9,460.00	.00	9,460.00		3.60	.00	2,336.20	7,123.80	25	3,445.40				
EXPENSE TOTALS	\$199,461.00	\$3,235.00	\$202,696.00		\$7,834.07	\$0.00	\$115,002.35	\$87,693.65	57%	\$101,030.49				
Fund 150 - DARE Totals														
REVENUE TOTALS	199,461.00	3,235.00	202,696.00		300.00	.00	3,070.02	199,625.98	2%	101,164.25				
EXPENSE TOTALS	199,461.00	3,235.00	202,696.00		7,834.07	.00	115,002.35	87,693.65	57%	101,030.49				
Fund 150 - DARE Totals														
REVENUE TOTALS	39,376,283.00	1,227,165.00	40,603,448.00		3,366,704.99	.00	36,950,473.42	3,652,974.58	91%	38,968,783.88				
EXPENSE TOTALS	39,376,283.00	1,227,165.00	40,603,448.00		3,285,954.16	.00	36,916,788.60	3,686,659.40	91%	39,731,032.66				
Grand Totals														
REVENUE TOTALS	\$0.00	\$0.00	\$0.00		\$80,750.83	\$0.00	\$33,684.82	(\$33,684.82)		(\$762,248.98)				

BUDGET ADJUSTMENT REQUEST

Category

Approval Level

- 1 Reallocation from one account to another in the same level of appropriation Dept Head
- 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior yearDirector of Admin
- 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.) County Exec
- 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- 9 Any allocation from the County's General Fund Oversight Comm
Admin Committee
2/3 County Board

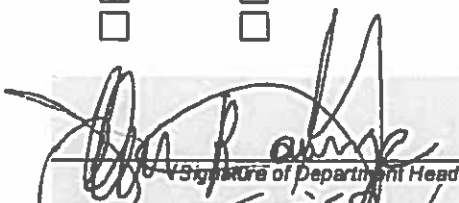
Justification for Budget Change:

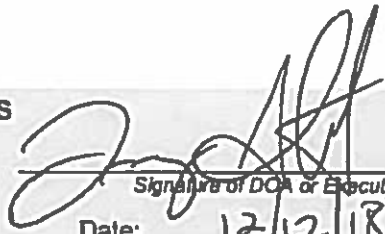
This 2019 budget request is to increase grant revenue and related expenses to participate in a Homeland Security WEM/EOD/SWAT Advanced Explosive Breaching training grant (2017-HSW-02B-11062). The grant provides funds for the National Tactical Officer's Association to send instructors to Brown County to instruct the course. There is no match required for this grant. This grant was previously added to 2018 budget by BA 18-52 but was not completed so will be pushed into 2019 by grant modification..

Fiscal
Budget Impact: \$47,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.074.4301	Federal Grants	47,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.074.5340	Training	47,000
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS


 Signature of Department Head
 Department: SHERIFF
 Date: 11/29/18


 Signature of DCA or Executive
 Date: 12/12/18

BOARD OF SUPERVISORS

Brown County



BROWN COUNTY BOARD OF SUPERVISORS GREEN BAY, WISCONSIN

Meeting Date: 12-19-18

Committee: Public Safety Committee, ~~and~~ and PDT Committee
Motion from the Floor/Late Communication

I make the following ~~motion~~/late communication:

This is my request for the Facilities Director to attend February Public Safety Committee meeting to report on the following:

(1) Courthouse Security update, ~~and~~ copper roof update and maintenance at Courthouse.

Signed: [Signature]

District No. 24

(Please deliver to County Clerk after motion is made for recording into minutes.)