

## COMMITTEE REPORT

**COMMITTEE:** Law Enforcement & Courts  
**CHAIRPERSON:** RJ Winkelhake  
**DATE/TIME:** February 18, 2014 @ 6:00 p.m.

**PRESENT:**

<input type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> Don Zillig
<input checked="" type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> Terry Stoffregen	
<input checked="" type="checkbox"/> RJ Winkelhake	<input checked="" type="checkbox"/> Bill Bingham	

Other Board Members:

Others: Dan Reimer and Kevin Turner

1. **Bill Bingham made a motion to approve the January 21, 2014 committee meeting minutes seconded by Gerald Bennett and motion passed.**
2. **Citizens' Comments**
3. **Unfinished Business**
  - a) **FY2013 Strategic Goals & Plans** – The committee reviewed their 2013 strategic goals and removed the following as complete; Emergency services communications system upgrade project and develop a Courthouse Interior/Exterior Maintenance Plan. The committee recommended the addition of the following goals for 2014: Courthouse exterior life safety repairs and Meeker Street repairs with a timeline for completion of December 2014. Sheriff Turner will contact Engineer Jeff Brown from Shive Hattery and invite him to the March committee meeting.
  - b) **Law & Courts Committee assignments from 2013 County Board Retreat**
  - c) **Update on five year capital improvement plan** – RJ Winkelhake reported that he turned in the five year capital improvement plan for the Law Enforcement and Courts Committee to Steve Rutz, Finance, Tax and Budget Committee Chairman.
  - d) **Update on Public Safety Radio Communication Systems Upgrade Project** – RJ Winkelhake reported that Engineer Ira Wiesenfeld working on the FCC licensing requirements for the Stockton Tower repeater.
  - e) **Recommendations to fund the Public Safety Radio Communications System Project** – The committee discussed that legislation has been proposed that would increase cell phone fees received by local entities.
4. **New Business**
  - a) **Discussion and possible action on ETSB Coordinator Position Description** – The committee reviewed the proposed position description for the ETSB Coordinator that was recommended by the ETSB Board and Sheriff Turner. **Terry Stoffregen made a motion to approve the ETSB Coordinator Position Description. Seconded by Don Zillig and motion passed.**
  - b) **Discussion and possible action on Assistant ETSB Coordinator Position Description** – The committee reviewed the proposed position description for the Assistant ETSB Coordinator that was recommended by the ETSB Board and Sheriff Turner. **Don Zillig made a motion to approve the Assistant ETSB**

**Coordinator Position Description. Seconded by Gerald Bennett and motion passed.**

**5. Staff Reports**

- a) **Sheriff's Office** – Sheriff Turner reported that Office Manager, Kathy Lippert, will be retiring on March 5<sup>th</sup>. Sheriff Turner plans to promote Records Clerk, Shannon Diehl, to the Office Manager position and there will be an opening for the Records Clerk position. Sheriff Turner reported that Chief Deputy, Dave Hachmeister will be retiring on April 5<sup>th</sup>. Sheriff Turner reported that he has received a donation of \$1,500 for the radio communications project.
- b) **Circuit Clerk's Office** – The committee discussed that they would like to invite Circuit Clerk, Sharon Wand, to attend the March Law & Courts Committee meeting to review and discuss the process for collecting court fees and costs. Sheriff Turner will receive questions from committee members and submit them to Sharon Wand.
- c) **Probation**
- d) **Public Defender**
- e) **Other**

**6. Citizens' Comments**

- 7. Board Member Concerns** – Don Zillig reported that a \$53 million safe school grant was recently announced; funds are available for schools to install safe rooms in schools.

Meeting adjourned at 7:05 p.m. following a motion by Bill Bingham and a second by Don Zillig.