

ROCK COUNTY, WISCONSIN



**PUBLIC SAFETY & JUSTICE COMMITTEE  
MONDAY – JUNE 18, 2018 - 4:00 P.M.  
CONFERENCE ROOM N-1 - FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order
2. Adoption of Agenda
3. Citizen Participation, Communications, Announcements, Information
4. Approval of Minutes – June 4, 2018
5. Consent Calendar
  - A. Transfers
  - B. Review of Payments
6. Resolutions
  - A. Recognizing Captain Gary L. Groelle
  - B. Accepting High Intensity Drug Trafficking Area (HIDTA) Grant and Amending the Sheriff's Budget
  - C. Changing the Title of the Legal Stenographer Positions to Legal Support Specialists, Creating 2.0 FTE New Legal Support Specialists, and Amending the 2018 Budget
7. Updates
  - A. 911 Communications Center Annual Report – Handout at meeting
  - B. Upgrade to Audio and Video Conferencing System for the Courts
8. Committee Requests and Motions
9. Adjournment

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MAY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt		
21-2100-0000-61920	PHYSICALS	P1800574	06/24/2018	MERCY HEALTH SYSTEM	25.00		
		P1800585	05/17/2018	STANARD AND ASSOCIATES INC	739.25		
21-2100-0000-62122	ATTORNEY FEES	P1801643	05/31/2018	VON BRIESEN AND ROPER SC	2,040.00		
21-2100-0000-62210	TELEPHONE	P1800553	05/17/2018	CHARTER COMMUNICATIONS	126.89		
		P1800576	06/17/2018	OFFICE PRO INC	59.40		
21-2100-0000-62400	R & M SERV	P1800544	05/31/2018	BATTERIES PLUS LLC	74.00		
21-2100-0000-62410	R & M-VEHICLES	P1800545	05/10/2018	BEE LINE ALIGNMENT INC	727.45		
		P1800551	05/10/2018	CARQUEST AUTO PARTS	980.06		
		P1800555	05/17/2018	DAVIS CITGO SERVICE INC	426.00		
		P1800557	05/17/2018	FAGAN CHEVROLET AND CADILLAC I	2,515.11		
		P1800559	05/24/2018	FRANK BOUCHER CHRYSLER DODGE	123.80		
		P1800561	05/17/2018	GENERAL COMMUNICATIONS INC	485.40		
		P1800562	05/17/2018	GLASSWORKS OF WISCONSIN INC	250.00		
		P1800563	05/10/2018	GORDIE BOUCHER FORD LINCOLN ME	9,863.42		
		P1800567	05/17/2018	JP MORGAN CHASE BANK NA	86.89		
		P1800573	05/31/2018	MENARDS	23.26		
		P1800582	05/03/2018	POMPS TIRE SERVICE INC	12,893.70		
		P1801692	05/17/2018	HARLEY DAVIDSON OF MADISON	84.24		
		P1801606	05/31/2018	EWALD AUTOMOTIVE GROUP	75.00		
		21-2100-0000-62420	MACH & EQUIP RM	P1800543	05/10/2018	BANDT COMMUNICATIONS INC	1,050.30
		21-2100-0000-63100	OFC SUPP & EXP	P1800542	05/17/2018	ARAMARK UNIFORM SERVICES INC	19.20
				P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	265.79
P1800634	05/10/2018			ROCK COUNTY SHERIFFS PETTY CAS	36.46		
21-2100-0000-63101	POSTAGE	P1800558	05/31/2018	FEDERAL EXPRESS CORP	22.06		
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	408.27		
21-2100-0000-63200	PUBL/SUBCR/DUES	P1801474	05/17/2018	NATIONAL TACTICAL OFFICERS ASS	150.00		
21-2100-0000-63407	COMPUTER SUPPL	P1800576	05/31/2018	OFFICE PRO INC	1,505.50		
		P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	1,479.80		
		P1801686	05/31/2018	PAPER ROLL PRODUCTS	316.00		
21-2100-0000-63409	CRIME SCENE SUPP	P1800537	05/10/2018	ADORAMA	150.56		
21-2100-0000-63501	GAS & FUELS	P1800567	05/17/2018	JP MORGAN CHASE BANK NA	466.87		
		P1800616	05/17/2018	KWIK TRIP EXTENDED NETWORK	18,374.75		
21-2100-0000-63900	AMMO/RANGE SUPPL	P1800573	05/24/2018	MENARDS	24.95		
		P1800955	05/31/2018	KIESLER POLICE SUPPLY INC	3,145.00		
		P1801048	05/17/2018	PAUL CONWAY SHIELDS INC	455.70		

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Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1801422	05/17/2018	BROWNELLS INC	246.76
		P1801475	05/10/2018	ACTION TARGET STORE	2,529.00
		P1801478	05/17/2018	BROWNELLS INC	123.94
		P1801480	05/17/2018	BRAVO COMPANY USA INC	854.67
		P1801528	05/17/2018	BROWNELLS INC	21.94
		P1801535	05/17/2018	MAKO GROUP,THE	71.42
21-2100-0000-63904	POLICING/MST AID				
		P1800538	05/31/2018	ADVANCED CORRECTIONAL	2,183.56
		P1800543	05/03/2018	BANDT COMMUNICATIONS INC	2,409.25
		P1800570	05/17/2018	KENLYN KENNELS INC	80.00
		P1800573	05/10/2018	MENARDS	115.00
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	114.32
		P1801027	05/03/2018	AARONS LOCK AND SAFE INC	442.25
		P1801176	05/31/2018	STREICHERS INC	1,265.96
		P1801378	05/17/2018	GENERAL COMMUNICATIONS INC	1,100.00
		P1801417	05/10/2018	CARDIO PARTNERS INC	1,160.00
		P1801477	05/17/2018	VORTEX OPTICS	647.97
		P1801502	05/03/2018	ENBRIDGE ENERGY	1.00
		P1801682	05/31/2018	ROCK COUNTY 4H FAIR INC	694.00
21-2100-0000-63905	PISTOL RANGE/CO				
		P1800536	05/17/2018	ACE PORTABLES INC	150.00
21-2100-0000-64200	TRAINING EXP				
			05/31/2018	ARNDT,DAVID	45.00
		P1800567	05/17/2018	JP MORGAN CHASE BANK NA	2,929.88
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	173.18
		P1801573	05/17/2018	WAUKESHA COUNTY TECHNICAL	30.94
		P1801644	05/31/2018	FOX VALLEY TECHNICAL COLLEGE	30.00
		P1801688	05/31/2018	MILWAUKEE AREA TECHNICAL	85.88
21-2100-0000-64205	STAFF EDUC				
			05/17/2018	BARR,ANTHONY	2,770.00
			05/17/2018	DOUGLAS,BEAU	1,860.00
			05/17/2018	KADERLY,BRADLEY	1,060.99
21-2100-0000-64424	EMPLOYEE RECOGN.				
		P1801659	05/31/2018	VOGUE CLEANERS	60.00
21-2100-0000-64904	SUNDRY EXPENSE				
		P1800567	05/17/2018	JP MORGAN CHASE BANK NA	418.93
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	140.81
		P1801419	05/17/2018	MMPR POWERED BY HALO	390.00
21-2100-0000-67105	MOTOR VEHICLES				
		P1800022	05/10/2018	EWALD AUTOMOTIVE GROUP	32,600.50
		P1800023	05/17/2018	EWALDS HARTFORD FORD LINCOLN	50,479.00
		P1800584	05/10/2018	GENERAL COMMUNICATIONS INC	23,844.61
		P1801510	05/17/2018	GORDIE BOUCHER FORD LINGOLN ME	415.00
		P1801675	05/31/2018	GORDIE BOUCHER FORD LINGOLN ME	380.00
		P1801692	05/31/2018	FAGAN CHEVROLET AND CADILLAC I	596.56
				<b>SHERIFF PROG TOTAL</b>	<b>191,992.19</b>

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Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
21-2140-2018-64200	TRAINING EXP				
		P1800567	05/17/2018	JP MORGAN CHASE BANK NA	680.00
21-2140-2018-65331	EQUIP LEASE				
		P1801605	05/31/2018	GORDIE BOUCHER FORD LINCOLN ME	2,700.00
				<b>HIDTA GRANT PROG TOTAL</b>	<b>3,380.00</b>
21-2167-0000-62119	OTHER SERVICES				
		P1800552	05/24/2018	CESA 2	8,665.30
21-2167-0000-64904	SUNDRY EXPENSE				
		P1800536	05/24/2018	ACE PORTABLES INC	75.00
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	22.74
		P1800951	05/03/2018	JW JUNG SEED AND NURSERY CO	649.28
		P1800954	05/31/2018	BAKER CREEK HEIRLOOM SEED CO L	65.75
		P1800999	05/03/2018	JACK AND DICKS FEED AND GARDEN	329.77
				<b>RECAP OPERATIONS PROG TOTAL</b>	<b>9,807.84</b>
21-2200-0000-62119	OTHER SERVICES				
		P1800547	05/03/2018	BI INC	33,505.07
21-2200-0000-62161	HOUSEHOLD SERV				
		P1800539	05/17/2018	AMERCARE PRODUCTS INC	399.50
		P1800542	05/17/2018	ARAMARK UNIFORM SERVICES INC	192.00
		P1800550	05/17/2018	BOB BARKER COMPANY INC	62.76
		P1800556	05/17/2018	DE VERE COMPANY INC	728.26
		P1800565	05/03/2018	JAYS BIG ROLLS INC	1,932.00
		P1800572	05/24/2018	MEDLINE INDUSTRIES INC	3,189.90
		P1800573	05/10/2018	MENARDS	78.35
		P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	1,881.85
		P1800929	05/17/2018	VERITIV OPERATING COMPANY	752.64
21-2200-0000-62163	LAUNDRY				
		P1800542	05/17/2018	ARAMARK UNIFORM SERVICES INC	9,743.10
21-2200-0000-62170	PHYSICIAN/OTHER				
		P1800538	05/17/2018	ADVANCED CORRECTIONAL	73,935.64
21-2200-0000-62420	MACH & EQUIP RM				
		P1800543	05/24/2018	BANDT COMMUNICATIONS INC	455.88
21-2200-0000-63100	OFC SUPP & EXP				
		P1800573	05/24/2018	MENARDS	57.96
		P1800576	05/10/2018	OFFICE PRO INC	104.60
		P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	815.68
21-2200-0000-63200	PUBL/SUBCR/DUES				
		P1801656	05/17/2018	AMERICAN JAIL ASSOCIATION	48.00
21-2200-0000-63406	CLOTHING/UNIFORM				
			05/31/2018	MILLER, MATTHEW	1,000.00
21-2200-0000-64125	BD OF PRISONERS				
		P1800541	05/17/2018	ARAMARK CORRECTIONAL SERVICES	44,720.12
21-2200-0000-64200	TRAINING EXP				
		P1800567	05/17/2018	JP MORGAN CHASE BANK NA	832.00
		P1801019	05/10/2018	CARDIO PARTNERS INC	389.00

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		P1801473	05/17/2018	FOX VALLEY TECHNICAL COLLEGE	225.00
		P1801591	05/17/2018	DOOR COUNTY SHERIFFS OFFICE	100.00
		P1801593	05/17/2018	WISCONSIN DEPARTMENT OF JUSTIC	100.00
21-2200-0000-64904	SUNDRY EXPENSE				
		P1800638	05/31/2018	ADVANCED CORRECTIONAL	795.00
		P1800541	05/17/2018	ARAMARK CORRECTIONAL SERVICES	103.68
		P1800543	05/24/2018	BANDT COMMUNICATIONS INC	2,502.00
		P1800550	05/03/2018	BOB BARKER COMPANY INC	1,109.91
		P1800553	05/17/2018	CHARTER COMMUNICATIONS	359.93
		P1800573	05/24/2018	MENARDS	121.14
		P1800634	05/10/2018	ROCK COUNTY SHERIFFS PETTY CAS	58.50
		P1800635	05/24/2018	REDWOOD TOXICOLOGY	435.36
		P1800905	05/17/2018	PHOENIX SUPPLY LLC	465.30
		P1800997	05/31/2018	ASSOCIATED BAG COMPANY	164.86
				<b>CORRECTIONAL FACILITY PROG TOTAL</b>	<b>181,364.89</b>
21-2500-0000-63100	OFC SUPP & EXP				
		P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	335.82
21-2500-0000-63500	R&M SUPPLIES				
		P1800543	05/24/2018	BANDT COMMUNICATIONS INC	3,327.22
				<b>EMERGENCY MANAGEMENT PROG TOTAL</b>	<b>3,663.04</b>
21-2540-0000-62119	OTHER SERVICES				
		P1801691	05/31/2018	CITY OF JANESVILLE	6,603.68
				<b>LEVEL B HAZMAT TEAM PROG TOTAL</b>	<b>6,603.68</b>
21-2560-2018-63100	OFC SUPP & EXP				
		P1800586	05/17/2018	STAPLES BUSINESS ADVANTAGE	442.09
21-2560-2018-64203	EDUC MAT & SUPPL				
		P1800540	05/31/2018	AMERICAN AWARDS AND	267.00
		P1801551	05/24/2018	MMPR POWERED BY HALO	656.56
				<b>LOCAL EMRG PLANNING COMM PROG TOTAL</b>	<b>1,365.65</b>

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FOR THE MONTH OF MAY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total **\$398,177.29**

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MAY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
22-1200-0000-62119	OTHER SERVICES				
		P1800615	05/03/2018	AVERTEST LLC	3,997.50
22-1200-0000-62122	ATTORNEY FEES				
		P1800892	05/10/2018	NASH ELLIOTT,ATTY JENNIFER L	3,814.00
		P1800893	05/10/2018	OTTHROW,RANDI L	3,814.00
		P1800894	05/17/2018	MONAHAN AND JOHNSON SC	3,814.00
		P1800895	05/10/2018	ROZWADOWSKI,ATTY JULIE A	3,814.00
22-1200-0000-63200	PUBL/SUBCR/DUES				
		P1800614	05/24/2018	STATE BAR OF WISCONSIN	2,203.21
22-1200-0000-63202	LAW BOOKS				
		P1800611	05/03/2018	THOMSON WEST	7,241.32
22-1200-0000-63901	JUROR'S MEALS				
		P1800609	05/17/2018	JP MORGAN CHASE BANK NA	444.04
				CIRCUIT COURTS PROG TOTAL	29,142.07
22-1209-0000-62400	R & M SERV				
		P1801520	05/03/2018	WCCCA	170.00
22-1209-0000-63100	OFC SUPP & EXP				
		P1800609	05/17/2018	JP MORGAN CHASE BANK NA	661.32
		P1800612	05/24/2018	OFFICE PRO INC	35.85
				CLERK OF COURTS PROG TOTAL	867.17

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MAY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$30,009.24

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_



**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MAY 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
22-1201-0000-62119	OTHER SERVICES				
		P1800376	05/17/2018	GONZALEZ,BELEM	1,600.00
		P1800377	05/17/2018	FAMILY MATTERS PACT INC	1,330.00
		P1800378	05/17/2018	STRATEGIC RESOLUTIONS LLC	1,000.00
22-1201-0000-63100	OFC SUPP & EXP				
		P1800531	05/17/2018	STAPLES BUSINESS ADVANTAGE	33.98
<b>MEDIATION/FAMILY COURT SERVICE PROG TOTAL</b>					<b>3,963.98</b>

I have reviewed the preceding payments in the total **\$3,963.98**

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
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**COMMITTEE REVIEW REPORT**  
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Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62119	OTHER SERVICES				
		P1800668	05/31/2018	OFFICE PRO INC	10.34
		P1801533	05/10/2018	OCCUPATIONAL HEALTH CENTER	670.67
23-2400-0000-62217	TELETYPE SERV				
		P1801141	05/10/2018	CITY OF JANESVILLE	1,212.00
23-2400-0000-62218	DATA COMMUNICTN.				
		P1800690	05/10/2018	CHARTER COMMUNICATIONS	204.95
23-2400-0000-62420	MACH & EQUIP RM				
		P1801029	05/17/2018	BURNS FULL SERVICE LLC	75.00
23-2400-0000-63200	PUBL/SUBCR/DUES				
		P1801614	05/24/2018	ILLINOIS POLICE ACCREDITATION	50.00
23-2400-0000-65321	BLDG/OFC LEASE				
		P1800689	05/17/2018	GLOBAL TOWER ASSETS LLC	888.15
23-2400-0000-67161	CA \$5,000/MORE				
		P1701842	05/10/2018	GENERAL COMMUNICATIONS INC	52,608.06
				<b>911 PROJECT OPERATIONS PROG TOTAL</b>	<b>55,719.17</b>

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I have reviewed the preceding payments in the total \$55,719.17

Date: Dept \_\_\_\_\_

Committee \_\_\_\_\_

**COMMITTEE REVIEW REPORT**  
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Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
24-1610-0000-62124	CRIMINAL INVEST				
		P1801433	05/03/2018	WALWORTH COUNTY CLERK OF	17.50
		P1801443	05/03/2018	WASHINGTON COUNTY CLERK OF	25.00
		P1801446	05/03/2018	COLUMBIA COUNTY CLERK OF	13.00
		P1801709	05/31/2018	LA CROSSE COUNTY CLERK OF CIR	6.25
		P1801710	05/31/2018	SHEBOYGAN COUNTY CLERK OF	6.25
24-1610-0000-62126	OFFICER FEES				
		P1800779	05/03/2018	SOUTHEAST WISCONSIN PROCESS LL	470.00
24-1610-0000-62501	REPORTER FEES				
		P1800797	05/03/2018	KANE,KRISTINE	64.00
		P1800798	05/03/2018	MUELLER CPR-CM,TAMMIE D	73.50
		P1800800	05/31/2018	SELF RPR CSR,MALISSA J	18.00
		P1800801	05/17/2018	CIEMBRONOWICZ,MARGARET M	22.00
		P1800839	05/17/2018	NELSON,DEBRA A	6.50
		P1800840	05/03/2018	FARRIS,REBECCA S	95.50
		P1801610	05/24/2018	WILLIAMS,JEANNE	745.50
		P1801711	05/31/2018	FARINO MALAGOLD,JEANNE D	16.00
24-1610-0000-63100	OFC SUPP & EXP				
		P1800780	05/03/2018	STAPLES BUSINESS ADVANTAGE	1,546.46
		P1800782	05/31/2018	OFFICE PRO INC	62.56
24-1610-0000-63200	PUBL/SUBCR/DUES				
		P1801706	05/31/2018	STATE BAR OF WISCONSIN	6,776.70
24-1610-0000-63202	LAW BOOKS				
		P1800802	05/17/2018	STATE BAR OF WISCONSIN	65.53
24-1610-0000-63300	TRAVEL				
			05/17/2018	DIRKS,SCOTT H	17.91
			05/17/2018	SULLIVAN,RICHARD J	30.52
			05/17/2018	OLEARY,DAVID J	408.85
24-1610-0000-64200	TRAINING EXP				
		P1801705	05/31/2018	WISCONSIN DEPARTMENT OF JUSTIC	950.00
				DISTRICT ATTORNEY PROG TOTAL	11,437.52
24-1611-0000-62503	INTERPRETER FEES				
		P1801214	05/10/2018	GONZALEZ,VICTOR M	120.00
24-1611-0000-63100	OFC SUPP & EXP				
		P1801213	05/10/2018	STAPLES BUSINESS ADVANTAGE	135.96
				DEF PROSC-DOMESTIC VIOLENCE PROG TOTAL	255.96
24-1612-0000-63100	OFC SUPP & EXP				
		P1800723	05/31/2018	STAPLES BUSINESS ADVANTAGE	70.86
		P1800726	05/31/2018	MID CITY OFFICE PRODUCTS	174.30
24-1612-0000-63200	PUBL/SUBCR/DUES				
		P1801278	05/31/2018	WISCONSIN VICTIM WITNESS PROFE	140.00
				VICTIM/WITNESS PROG TOTAL	385.16

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I have reviewed the preceding payments in the total \$12,078.64

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Committee \_\_\_\_\_

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28-2650-0000-62170	PHYSICIAN/OTHER				
		P1800595	05/24/2018	AXIS FORENSIC TOXICOLOGY INC	547.50
		P1800672	05/24/2018	SSM HEALTH CARE OF WISCONSIN I	347.20
28-2650-0000-63100	OFC SUPP & EXP				
		P1800607	05/24/2018	OFFICE PRO INC	5.87
<b>MEDICAL EXAMINER PROG TOTAL</b>					<b>900.57</b>

I have reviewed the preceding payments in the total \$900.57

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34-3850-0000-62119	OTHER SERVICES				
		P1800051	05/03/2018	VITAL RECORDS	273.00
		P1800052	05/03/2018	DNA DIAGNOSTICS CENTER	2,273.00
		P1800054	05/03/2018	GREGG INVESTIGATIONS INC	2,476.00
34-3850-0000-62126	OFFICER FEES				
		P1800054	05/03/2018	GREGG INVESTIGATIONS INC	693.00
		P1801460	05/03/2018	STATE PROCESS SERVICE INC	30.25
		P1801463	05/03/2018	ONEIDA COUNTY SHERIFF	55.00
		P1801470	05/03/2018	PHOENIX LEGAL GROUP LLC	95.00
		P1801503	05/03/2018	JONES,MICHAEL A	40.00
		P1801538	05/10/2018	LAFAYETTE COUNTY SHERIFFS DEPA	30.00
		P1801539	05/10/2018	COMPREHENSIVE INVESTIGATIVE SE	135.00
		P1801598		CAPITOL PROCESS SERVICE	84.00
		P1801599	05/24/2018	CENTRAL WISCONSIN CIVIL PROCES	60.00
34-3850-0000-62210	TELEPHONE				
		P1800049	05/24/2018	LANGUAGE LINE SERVICES	132.48
34-3850-0000-62503	INTERPRETER FEES				
		P1800048	05/17/2018	BILINGUAL TRAINING CONSULTANTS	270.00
34-3850-0000-63100	OFC SUPP & EXP				
		P1800053	05/17/2018	JP MORGAN CHASE BANK NA	267.30
		P1800710	05/24/2018	MID CITY OFFICE PRODUCTS	398.40
34-3850-0000-64200	TRAINING EXP				
		P1800053	05/17/2018	JP MORGAN CHASE BANK NA	164.00
				CHILD SUPPORT PROG TOTAL	<u>7,475.43</u>

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MAY 2018

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
-----------------------	---------------------	------------	-------------------	--------------------	--------------------

I have reviewed the preceding payments in the total **\$7,475.43**

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_



RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden  
INITIATED BY



Chief Deputy Barbara J. Tillman  
DRAFTED BY

Public Safety & Justice Committee  
SUBMITTED BY

June 11, 2018  
DATE DRAFTED

**RECOGNIZING CAPTAIN GARY L. GROELLE**

1 **WHEREAS**, Gary L. Groelle began his employment with Rock County on March 3, 1982 as a  
2 Correctional Officer in the Rock County Sheriff's Office; and,  
3  
4 **WHEREAS**, Gary L. Groelle was promoted to the rank of Deputy on January 17, 1985, working in the  
5 Patrol Division; and,  
6  
7 **WHEREAS**, Gary L. Groelle was promoted to the rank of Sergeant on January 4, 1991, supervising in  
8 both the Patrol and Jail Bureaus; and,  
9  
10 **WHEREAS**, Gary L. Groelle was promoted to the rank of Lieutenant on May 29, 1997, supervising in  
11 the Patrol Bureau, Jail Bureau, and Court Services Bureau; and,  
12  
13 **WHEREAS**, Gary L. Groelle was promoted to the rank of Captain on January 1, 2009, supervising in  
14 the Support Services Bureau, Emergency Management Bureau, and Civil Process Bureau; and,  
15  
16 **WHEREAS**, throughout his tenure with the Sheriff's Office, Captain Groelle has served in many  
17 capacities including: Boat Patrol, Field Training Officer, and 4H Fair Liaison Officer; and,  
18  
19 **WHEREAS**, Captain Groelle has received numerous commendations and letters of appreciation; and,  
20  
21 **WHEREAS**, Captain Groelle will retire from public service on July 9, 2018.  
22  
23 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly  
24 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2018, does hereby recognize Captain Gary L. Groelle  
25 for his over 36 years of faithful service and recommends that a sincere expression of appreciation be  
26 given to Captain Gary L. Groelle along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

\_\_\_\_\_  
Mary Beaver, Chair

\_\_\_\_\_  
Kara Hawes

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Phillip Owens

COUNTY BOARD STAFF COMMITTEE

---

J. Russell Podzilni, Chair

---

Mary Mawhinney, Vice Chair

---

Henry Brill

---

Betty Jo Bussie

---

Louis Peer

---

Alan Sweeney

---

Terry Thomas

---

Bob Yeomans

---

Richard Bostwick

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden  
INITIATED BY



Diane Michaelis  
DRAFTED BY

Public Safety and Justice Committee  
SUBMITTED BY

June 12, 2018  
DATE DRAFTED

**Accepting High Intensity Drug Trafficking Area (HIDTA) Grant and  
Amending the Sheriff's Budget**

1 **WHEREAS**, the Sheriff's Office has been awarded an additional \$37,050 grant from the High Intensity  
2 Drug Trafficking Area (HIDTA) Program; and,  
3

4 **WHEREAS**, the HIDTA Program is a program administered by the Office of National Drug Control  
5 Policy (ONDCP); and,  
6

7 **WHEREAS**, the purpose of the Program is to reduce drug trafficking and drug production in the United  
8 States.  
9

10 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
11 this \_\_\_\_\_ day of \_\_\_\_\_, 2018 to approve and authorize the acceptance of \$37,050 of  
12 HIDTA grant funds and to authorize the Sheriff to sign the award documents.  
13

14 **BE IT FURTHER RESOLVED** that the 2018 Sheriff's budget be amended as follows:  
15

16 <b>Account/ 17 Description</b>	<b>Budget 06/01/18</b>	<b>Increase (Decrease)</b>	<b>Amended Budget</b>
18 <b><u>Source of Funds</u></b>			
19 21-2140-2018-42100	\$19,950	\$37,050	\$57,000
20 Federal Aid			
21			
22 <b><u>Use of Funds</u></b>			
23 21-2140-2018-61210	\$8,750	\$16,250	\$25,000
24 Overtime			
25 21-2140-2018-63904	\$2,170	\$430	\$2,600
26 Policing and First Aid Supplies			
27 21-2140-2018-63908	\$5,250	\$9,750	\$15,000
28 Investigative Expenses			
29 21-2140-2018-65331	\$3,780	\$10,620	\$14,400
30 Equipment Lease			
31			

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_  
Mary Beaver, Chair

\_\_\_\_\_

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Mary Mawhinney, Chair      Date

\_\_\_\_\_  
Kara Hawes

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Phil Owens

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of an additional \$37,050 in HIDTA funds. No county matching funds are required.



Sherry Oja  
Finance Director

LEGAL NOTE:

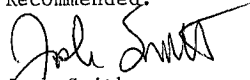
As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

### Executive Summary

The Sheriff's Office was awarded an additional \$37,050 grant from the High Intensity Drug Trafficking Area (HIDTA) Program, bringing the total grant to \$57,000. The HIDTA program is administered by the Office of National Drug Control Policy (ONDCP).

The purpose of the HIDTA Program is to reduce drug trafficking and drug production in the United States. The HIDTA Program provides funding resources to joint initiatives of federal, state, local, and tribal agencies in each area designated as a HIDTA to carry out activities that address the specific drug threats of those areas.

The grant funds will be used for overtime, supplies, investigative expenses, and leased vehicles.

Overtime	\$25,000
Supplies	\$2,600
Investigative Expenses	\$15,000
Leased Vehicles	<u>\$14,400</u>
Total	\$57,000

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

DAVID O'LEARY  
INITIATED BY



RENEE GROVER  
DRAFTED BY

COUNTY BOARD STAFF  
SUBMITTED BY

JUNE 11, 2018  
DATE DRAFTED

CHANGING THE TITLE OF THE LEGAL STENOGRAPHER POSITIONS TO LEGAL SUPPORT SPECIALISTS, CREATING 2.0 FTE NEW LEGAL SUPPORT SPECIALISTS, AND AMENDING THE 2018 BUDGET

1 **WHEREAS**, the title of Legal Stenographer no longer describes the work being done by these positions  
2 in the District Attorney office, creates confusion as applicants and the public have expressed that they  
3 thought these positions were court reporter positions and no comparable of this position was found in the  
4 2017 Salary Study previously undertaken by Human Resources; and  
5  
6 **WHEREAS**, the title of Legal Support Specialist is more indicative of the support role these positions  
7 provide to the Prosecutors in the District Attorney's Office in the many varied duties they have been  
8 performing beyond transcribing dictation; and  
9  
10 **WHEREAS**, the type of work performed by these positions has been steadily changing and increasing  
11 over the last several years with the changes in discovery handling, the need to scan reports and all other  
12 case related documents, the implementation to e-filing and the need to learn and use multiple resource  
13 data bases for information necessary to manage cases; and  
14  
15 **WHEREAS**, the volume of work performed by these positions has been greatly impacted due to the  
16 increase in the number and severity of cases referred, the expanded use of body and squad cameras by  
17 law enforcement and prevalence of security footage has significantly increased the volume and time  
18 spent copying, documenting, billing and distributing discovery materials, and the tremendous amount of  
19 documents flooding into our Protect system from the court via e-filing which need to be reviewed and  
20 managed; and  
21  
22 **WHEREAS**, staff turnover in these positions has been significantly higher the last two years; and  
23  
24 **WHEREAS**, the need to use overtime to keep up with even the highest priority tasks has more than  
25 doubled already in 2018; and  
26  
27 **WHEREAS**, some funding is available in 2018 as there has been turnover and temporary vacancies.  
28  
29 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
30 this \_\_\_\_\_ day of \_\_\_\_\_, 2018 that they move to retitle the Legal Stenographer position to  
31 Legal Support Specialist and approve the creation of additional 2.0 Legal Support Specialists.

32  
33 **BE IT FURTHER RESOLVED** that the 2018 Budget be amended as follows:

35 Account/Description	Budget	Increase	Amended
36	<u>8/01/18</u>	<u>(Decrease)</u>	<u>Budget</u>
37 <u>Source of Funds</u>			
38 19-1922-0000-64904			
39 Contingency Fund	\$295,609	\$(23,268)	\$272,341
40			
41 <u>Use of Funds</u>			
42 24-1610-0000-61400	\$ 43,924	\$ 3,660	\$ 47,584
43 FICA			
44			
45 24-1610-0000-61610	\$184,339	\$13,938	\$198,277
46 Health Insurance			

CHANGING THE TITLE OF THE LEGAL STENOGRAPHER POSITIONS TO LEGAL SUPPORT SPECIALISTS, CREATING 2.0 FTE NEW LEGAL SUPPORT SPECIALISTS, AND AMENDING THE 2018 BUDGET

Page 2

47	24-1610-0000-61620	\$5,624	\$538	\$6,162
48	Dental Insurance			
49				
50	24-1610-0000-67160	\$0	\$5,132	\$5,132
51	Capital Assets			

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Mary Mawhinney, Vice Chair

\_\_\_\_\_  
Richard Bostwick

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Bob Yeomans

PUBLIC SAFETY AND JUSTICE COMMITTEE

\_\_\_\_\_  
Mary Beaver, Chair

\_\_\_\_\_  
Kara Hawes

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Phillip Owens

FINANCE COMMITTEE ENDORSEMENT

Review and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution draws \$23,268 from the contingency fund to help fund an additional 2.0 FTE Legal Support Specialists. The contingency fund has a current balance of \$295,609.

  
Sherry Oja  
Finance Director

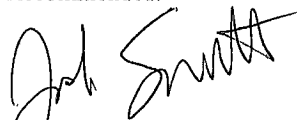
LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Richard D. Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

## EXECUTIVE SUMMARY

The workload for our Legal Stenographers has been growing at an incredible rate in recent years due to changes in how we handle discovery, the need to access and use multiple digital data bases and resources in order to manage and locate discoverable materials, and scanning documents when closing files. In addition the volume of discovery materials has also greatly increased due to the implementation of body cameras, squad video, surveillance videos from commercial and residential sources, phone, social media and other internet sources which all must be copied, billed and distributed to the defense. The implementation of e-filing brings a flood of documents into our system from the courts which must be reviewed and managed, printed or saved or distributed based on the content and type of document received. This too requires a lot of additional time. We have found that the ratio of support staff to attorneys in our office is below that of other offices. We have seen a higher rate of turnover and the volume of workload is a prime factor. While reviewing our office staffing we found no other offices to have positions titled Legal Stenographer. Years ago when shorthand was a required skill this title was a good description of what the position entailed. We have heard comments from the public and from applicants who advised they thought it was a court reporter position. The position as it is now with data entry and management, e-filing, and copying or preparation of digital media, we are asking the position be retitled to Legal Support Specialist as it is a more accurate description of the position and more in line with other Specialist positions in other Rock County offices in the same or similar pay grades.



# 2018 Budget Resolution request for 2 FTE Legal Support Specialists

## Supporting Documentation

Premise is employees would start 8/13/18 (10 pay periods)

		Total
Wages per FTE	\$14,120	\$28,240
FICA	\$1,845	\$3,690
Retirement	\$861	\$1,722
Health Insurance 8S - 5 months	\$6,969	\$13,938
Dental Ins. F - 5 months	\$269	\$538
Life Ins - 5 months	\$5	\$10
Transcription License & equipment	\$379	\$758
Scanner & Service Agreement	\$1,075	\$2,150
Computer w/peripherals per DA IT Spec	\$753	\$1,506
Microsoft Office	\$358	\$716
	\$26,634	\$53,268