

PUBLIC SAFETY & JUSTICE COMMITTEE
November 15, 2010

Call to Order. Chair Collins called the meeting of the Public Safety and Justice Committee to order at 4:04 P.M. on November 15, 2010 in Conference Room N-1 on the Fifth Floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Collins, Brill, Knudson and Wiedenfeld.

Committee Members Excused: Supervisor Beaver.

Staff Members Present: Elizabeth Pohlman McQuillen, Criminal Justice System Planner/Analyst; Kathy Sukus, 911 Communications Center Operations Manager; Jeff Smith, Finance Director; Jeff Kuglitsch, Corporation Counsel; Commander Tom Gehl; Jenifer Keach, Coroner; Diane Michaelis, Finance Office Manager, Sheriff's Office.

Others Present: County Board Chair Russ Podzilni; Jerry Murphy, Daley • Murphy • Wisch Funeral Home.

Adoption of Agenda. Chair Collins said 5.A.1. would be deleted as it was already acted on. Supervisor Knudson moved approval of the agenda with this deletion, second by Supervisor Brill. ADOPTED.

Adoption of Minutes. Supervisor Wiedenfeld moved approval of the minutes of November 1, 2010 as presented, second by Supervisor Brill. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Mr. Murphy, Daley • Murphy • Wisch Funeral Home, said Ms. Keach had called a meeting between the Coroner and the funeral directors on November 10th at which time they were given three options to pay cremation permit fees. He said he was asked by other funeral directors to request it be left as it is and if someone would fall behind more than 60 days to require them to pay the cremation fee in advance or not issue a cremation permit to them.

Consent Calendar.

Transfers and Appropriations. None.

Bills/Encumbrances.

Clerk of Courts	\$ 719.50
Sheriff	10,918.85
Correctional Facility	1,784.29
Circuit Courts	57.96
Clerk of Courts	350.00
911 Project Operation	2,987.35
District Attorney	1,142.00
Deferred Prosecution/Domestic Violence	30.00
Coroner	5,694.51

Child Support 222.40

Pre-Approved Encumbrance Amendments.

911 Communications Center

Dr. Michael Kaye \$ 1,500.00

Sheriff.

Investigative Expenses \$ 50.00

Supervisor Knudson moved approval of the above Consent Calendar for the Public Safety & Justice Committee, second by Supervisor Brill. ADOPTED.

Committee Approval.

Establishing Vendor for Sanitation Products for the Sheriff's Office and Jail

Supervisor Wiedenfeld moved Committee Approval to establish a vendor for the sanitation products for the Sheriff's Office and Jail, second by Supervisor Knudson. ADOPTED.

Establishing Vendor for Physical Exams for the Sheriff's Office

Supervisor Knudson moved Committee Approval to establish a vendor for the physical exams for the Sheriff's Office, second by Supervisor Brill. ADOPTED.

Establishing Vendor for Psychological Evaluations for the Sheriff's Office

Supervisor Wiedenfeld moved Committee Approval to establish a vendor for the psychological evaluations for the Sheriff's Office, second by Supervisor Knudson. ADOPTED.

Establishing Vendor for Vehicle Service for the Sheriff's Office

Supervisor Knudson moved Committee Approval to establish a vendor for the vehicle service for the Sheriff's Office, second by Supervisor Brill. ADOPTED.

Establishing Vendor for Towing Service for the Sheriff's Office

Supervisor Knudson moved Committee Approval to establish a vendor for the towing service for the Sheriff's Office, second by Supervisor Brill. ADOPTED.

Establishing Vendor for Vehicle Alignment for the Sheriff's Office

Supervisor Wiedenfeld moved Committee Approval to establish a vendor for the vehicle alignment for the Sheriff's Office, second by Supervisor Knudson. ADOPTED.

Countywide Communications Upgrade – Update. Ms. Sukus said there was nothing new to report at this time.

Department Reports.

Gateway Contract – Coroner’s Office Ms. Keach said she just wanted to let the Committee know she had been contacted by the dean of the nursing program at Gateway Technical College requesting to have some of their students spend time working in the Rock County Coroner’s Office. They would be doing this for college credit.

Cremation Permit Payments from Funeral Homes – Coroner’s Office Ms. Keach handed out the Coroner and Funeral Director Meeting Agenda for the November 10, 2010 meeting that Mr. Murphy referred to in his comments. She advised the committee that the agenda item was for discussion purposes only and she wasn’t requesting committee action at this time. Ms. Keach advised the committee that during the 2011 budget process Mr. Smith and Mr. Knutson brought up the issue about delinquent funeral home payments and that she should make additional efforts for collecting these fees on a timely basis. One particular funeral home had a delinquent account that exceeded \$6,000 at that time.

Ms. Keach indicated she would be contacting other counties on what their procedure is as it relates to delinquent coroner fees. Additionally, she will be requesting the Corporation Counsel’s Office for an opinion if she legally could refuse to issue a cremation permit to a funeral home that was delinquent. An earlier legal opinion from the Corporation Counsel’s Office disclosed that the Coroner could require up front payment of fees from those businesses that are slow or who refuse to pay.

Mr. Smith advised that the County does have a standard policy on the collection of delinquent accounts. This process requires the County departments to make efforts to collect the accounts. If this is not successful the departments are to submit the delinquent accounts to the Corporation Counsel’s Office for its consideration. If the Corporation Counsel is unsuccessful the delinquencies are referred to the Finance Committee for disposition.

The Corporation Counsel did file a court action against the funeral home with a delinquency in excess of \$6,000 and received a default judgment against the funeral home. Mr. Smith advised the Committee that the funeral home hasn’t paid the default judgment and that home currently has a delinquency of \$7,625.

Ms. Keach indicated she, in conjunction with the Corporation Counsel’s Office would come up with a policy or county board resolution to address the problem with delinquent funeral home payments. She will bring back the policy to the committee for its consideration.

Supervisor Widenfeld said he has no desire to embarrass a business and requested that no names be mentioned in the policy.

Supervisor Brill said if administration would present a policy to the committee for its approval he didn’t feel a county board resolution would be necessary.

Committee Requests and Motions. Chair Collins asked Commander Gehl to give the Committee's condolences to Laura Juno on the loss of her husband.

Adjournment. Supervisor Brill moved adjournment at 4:34 P.M., second by Supervisor Knudson. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.