



**PUBLIC SAFETY & JUSTICE COMMITTEE  
MONDAY – AUGUST 1, 2016 - 4:00 P.M.  
CONFERENCE ROOM N-1 - FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – July 14, 2016
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
  - A. Review of Payments
  - B. Transfers
6. Resolutions
  - A. Awarding Quote for Outboard Engine and Amending Sheriff's Office Budget
  - B. Authorizing Acceptance of Cops and Kids Foundation Grant
7. Medical Examiner Department Update
8. Approval of Staffing Agreement for Operation of the Rock County Jail
9. Semi-Annual Report
  - A. Child Support
  - B. 911 Communications Center
  - C. District Attorney
  - D. Mediation & Family Court Services
  - E. Medical Examiners
  - F. Sheriff's Office
10. Committee Requests and Motions
11. Adjournment

**Amended  
7/29/16**

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

**Sheriff Robert D. Spoden**  
INITIATED BY



**Diane Michaelis**  
DRAFTED BY

**Public Safety and Justice  
Committee**  
SUBMITTED BY

**July 26, 2016**  
DATE DRAFTED

**Awarding Quote for Outboard Engine and  
Amending Sheriff's Office Budget**

1 **WHEREAS**, the Sheriff's Office Boston Whaler boat is a vital rescue and patrol vehicle; and,  
2  
3 **WHEREAS**, the outboard engine in the Boston Whaler boat is failing; and,  
4  
5 **WHEREAS**, the Sheriff's Office recommends replacing the outboard engine in 2016; and,  
6  
7 **WHEREAS**, due to the vital nature of this rescue and patrol vehicle, the County Administrator used his  
8 authority under Section 2.218(2)(b) of the County Purchasing Ordinance to authorize the solicitation of  
9 quotes instead of the more formal bid process; and,  
10  
11 **WHEREAS**, the cost for a Mercury Marine 250 HP Verado four stroke outboard engine is \$10,995; and,  
12  
13 **WHEREAS**, the Sheriff's Office solicited quotes from qualified vendors for the Mercury Marine 250 HP  
14 Verado outboard engine; and,  
15  
16 **WHEREAS**, the quotes were reviewed by the Rock County Sheriff's Office and the Rock County  
17 Purchasing Manager, with the recommendation that the quote be awarded to the lowest, most responsive  
18 and responsible quoter, Jerrys Sports Service Inc., of Beloit, Wisconsin.  
19  
20 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
21 this \_\_\_\_\_ day of \_\_\_\_\_, 2016 that the quote for the Mercury Marine 250 HP Verado  
22 outboard engine be awarded to Jerrys Sports Service Inc., of Beloit, Wisconsin, in the amount of  
23 \$10,995.00.

24 **BE IT FURTHER RESOLVED** that the Sheriff's Office budget be amended as follows:  
25

<u>Account Description</u>	<u>Budget at</u>	<u>Amount</u>	<u>Amended</u>
<u>Account Number</u>	<u>01/01/16</u>	<u>Incr (Decr)</u>	<u>Budget</u>
<b><u>Source of Funds</u></b>			
County Sales Tax			
21-2100-0000-47500	\$0	\$2,749	\$2,749
State Aid for Water Patrol			
21-2100-0000-42202	\$26,731	\$8,246	\$34,977
<b><u>Use of Funds</u></b>			
Capital Assets \$5,000 More			
21-2100-0000-67161	\$33,200	\$10,995	\$44,195

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

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

\_\_\_\_\_  
Henry Brill, Vice Chair

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

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

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

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

FISCAL NOTE:

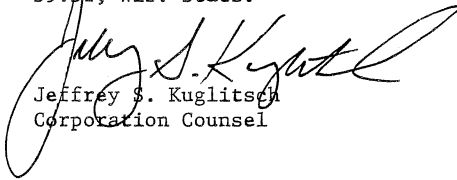
This resolution authorizes the purchase of a new boat motor for the Sheriff's rescue and patrol boat. This purchase will be funded by a mix of state grant funds and sales tax revenue.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Nick Osborne  
Acting County Administrator

## **Awarding Quote for Outboard Engine and Amending Sheriff's Office Budget**

### **Executive Summary**

The Sheriff's Office Boston Whaler boat is a vital rescue and patrol vehicle. The Boston Whaler is the primary patrol boat. The Boston Whaler is the only boat in the fleet with a dive door that effectively allows the dive team to deploy. It is crucial that this boat is in good working order for all emergency and non-emergency deployments.

The outboard engine in the Boston Whaler is failing. The Sheriff's Office recommends replacing the outboard engine in 2016. Originally the new engine was going to be requested in the 2017 budget.

The cost for a Mercury Marine 250 HP Verado four stroke outboard engine is \$10,995, after trade in. Funding will come the Department of Natural Resources (75%) and from sales tax revenue (25%).

Per Recreational Safety Deputy Christopher Krahn, the Sheriff's Office purchased the Boston Whaler patrol boat package new in 2009. To replace the entire boat, motor, and trailer would cost the Sheriff's Office over \$70,000. Currently, the boat and trailer are in good working condition, but the motor is in need of replacement. The motor replacement would allow the Boston Whaler to remain in the fleet for years to come.

The Sheriff's Office solicited quotes from qualified vendors for the Mercury Marine 250 HP Verado outboard engine. The quotes were reviewed by the Rock County Sheriff's Office and the Rock County Purchasing Manager, with the recommendation that the quote be awarded to the lowest, most responsive and responsible quoter, Jerrys Sports Service Inc., of Beloit, Wisconsin.

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

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

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden  
INITIATED BY

Public Safety and Justice  
Committee  
SUBMITTED BY



Diane Michaelis  
DRAFTED BY

July 25, 2016  
DATE DRAFTED

**Authorizing Acceptance of  
Cops and Kids Foundation Grant**

1 **WHEREAS**, the Cops and Kids Foundation is a nonprofit organization which promotes collaborative  
2 partnerships between law enforcement agencies and their communities; and,  
3  
4 **WHEREAS**, the Rock County Sheriff's Office is eligible to receive a grant of \$1,000 from the Cops  
5 and Kids Foundation; and,  
6  
7 **WHEREAS**, the grant funds will be used to support the Rock County Cops and Bobbers fishing  
8 program.  
9  
10 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors assembled this  
11 \_\_\_\_ day of \_\_\_\_\_ 2016, that the Rock County Sheriff is authorized to accept funds from the  
12 Cops and Kids Foundation; and,  
13

14 **BE IT FURTHER RESOLVED**, that the 2016 budget be amended as follows:

Account Description	Budget at	Amount	Amended
<u>Account Number</u>	<u>01/01/16</u>	<u>Incr (Decr)</u>	<u>Budget</u>
<u>Source of Funds</u>			
Other Grants and Contracts			
21-2144-2016-46002	\$0	\$1,000	\$1,000
<u>Use of Funds</u>			
Sundry Expense			
21-2144-2016-64904	\$0	\$1,000	\$1,000

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

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

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

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

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

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

FINANCE COMMITTEE ENDORSEMENT

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

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

FISCAL NOTE:

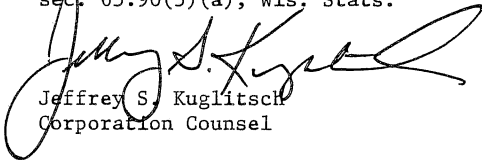
This resolution authorizes the acceptance and expenditure of \$1,000 in grant funding from the Cops and Kids Foundation. No County matching funds are required.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2016 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.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Nick Osborne  
Acting County Administrator

## Executive Summary

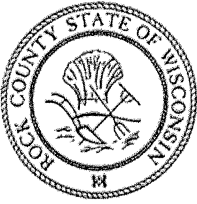
### **Authorizing Acceptance of Cops and Kids Foundation Grant**

The Rock County Sheriff's Office has received a grant from the Cops and Bobbers fund, a component of the Cops and Kids Foundation, Inc. The Cops and Kids Foundation is an area nonprofit organization whose programs and services provide law enforcement with the tools and funding necessary to implement their award winning community service.

The grant is for \$1,000 and will be used to support the Rock County Cops and Bobbers fishing program. Various fishing supplies, boat rental, and other related materials will be purchased with the funds. Additionally, Cops and Bobbers will be providing fishing poles, life jackets, and T-shirts.

The primary goal of the Cops and Bobbers program is to teach kids how to fish. The cops are the hosts, and volunteers from the community can also assist. The goal of Cops and Bobbers is to get kids hooked on fishing rather than drugs and crime. Kids will get to interact with local cops and form a positive and friendly relationship.

The Cops and Bobbers events will be held at different locations throughout Rock County. No additional County funds are needed.



*Office of the  
Rock County Medical Examiner  
Dr. Vincent Tranchida  
Chief Medical Examiner*



**DATE:** July 26, 2016  
**TO:** Public Safety and Justice Committee  
**FROM:** Barry Irmen, Director of Operations  
Medical Examiner's Department  
**SUBJECT:** Medical Examiner Department Update

This memo is to update the Committee on the Rock County Medical Examiner's Department and I plan to be available at the Committee meeting to respond to your questions.

The partnership between Rock and Dane Counties was solidified in 2015. During initial research and review of historical records, estimates were included in the Intergovernmental Agreement (IGA).

### **Review of Rock-Dane Counties Intergovernmental Agreement**

The Intergovernmental Agreement (IGA) between Rock and Dane Counties outlines the services that Rock County contracts with Dane County for. I have attached the 1<sup>st</sup> four pages and Schedule A of the IGA for your information. (See Attachment #1.)

### **2015 Activity**

As was discussed in the early stages of this partnership, the difficulty associated with estimating workload is substantial. Especially difficult to estimate is the comparative judgement between a lay Coroner or Medical Examiner and a Forensic Pathologist Medical Examiner when assessing the need for forensic autopsy and testing.

Based on historical information that Rock County death investigations was estimated at 85 autopsies in 2015. The IGA called for 85 autopsies but allowed a range of 75 to 95 autopsies without having to reconcile the variance. In 2015 the Medical Examiner conducted 128 autopsies and Rock County was invoiced an additional approximately \$65,000 for 33 additional autopsies over and above the 95 that were included in the first year of the IGA. Fortunately, savings primarily in staff costs allowed for transfers to occur within the department's budget.

In 2015 the Medical Examiner or one of the other forensic pathologists cleared more than 750 cases for Rock County as part of the Forensic Case Review portion of the IGA. The IGA estimated that physicians would be clearing 500 cases. There is no language in the IGA that requires Rock County to compensate Dane County for the Forensic Case Review overage.



# Attachment #1

## INTERGOVERNMENTAL AGREEMENT BETWEEN DANE COUNTY AND ROCK COUNTY FOR MEDICAL EXAMINER SERVICES

This Intergovernmental Agreement (“Agreement”) is entered into by and between Dane County, whose address is c/o Medical Examiner’s Office, Public Safety Building, Room 2144, 115 W. Doty Street, Madison Wisconsin, and Rock County, whose address is 51 South Main Street, Janesville, Wisconsin, both quasi-municipal corporations in the State of Wisconsin.

### RECITALS:

**WHEREAS**, Rock County will be transitioning from a Coroner’s Department to a Medical Examiner’s Department beginning on January 5, 2015; and

**WHEREAS**, Rock County currently receives autopsy services from the Dane County Medical Examiner’s office and is interested in appointing Dane County’s Chief Medical Examiner and Deputy Medical Examiner to provide Medical Examiner services in Rock County ; and

**WHEREAS**, Rock County would also like to enlist the services of Dane County’s Director of Operations for its Medical Examiner’s Department to provide administrative services to Rock County; and

**WHEREAS**, Dane County is interested in providing these services to Rock County as part of a cooperative agreement.

**WHEREAS**, it would be beneficial for both parties to share resources and expertise to perform the statutory duties of a Medical Examiner; and

**WHEREAS**, Dane County and Rock County desire to enter into an agreement whereby the Dane County Medical Examiner’s Office will provide Medical Examiner services, autopsy medicine, oversight and administrative services for and on behalf of the Rock County Medical Examiner’s Department; and

**WHEREAS**, the parties are authorized to enter into this Agreement pursuant to section 66.0301, Wisconsin Statutes

**NOW THEREFORE**, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, Dane County and Rock County do agree as follows:

### 1. DEFINITIONS.

- a. “Autopsy-related Services” shall mean the autopsy, digital photos and digital x-rays, where appropriate, for adults and children. It shall also include round-trip transportation from Rock County to Dane County and expert testimony in cases involving criminal prosecution. The cost of x-rays performed outside of the Medical Examiner’s Department shall not be included in the services covered pursuant to this Agreement.
- b. “Mass Fatality Event” shall mean more than five deaths resulting from a single event.

- f. To participate in the hiring process for Rock County administrative and investigative staff in the Medical Examiner's Department and to make recommendations as to hiring decisions;
- g. Beginning on or about November 1, 2014, to provide initial training in Dane County for new MLI staff. Rock County shall be responsible for all costs associated with training which include, but are not limited to, salaries, benefits and transportation costs for its employees.
- h. To review and make recommendations for staffing levels of the Medical Examiner's Department to establish adequate coverage;
- i. To facilitate training in death investigations and recommend outside training for investigative staff;
- j. To work with Rock County to address any current or future issues regarding the operation of the Medical Examiner's Department;
- k. To work closely with Rock County and the appropriate oversight committees to perform the functions required pursuant to this Agreement.

**5. CASE REVIEW AND AUTOPSY SERVICES:**

- a. Dane County's Chief Medical Examiner and Deputy Medical Examiner shall perform the statutory functions of Medical Examiner in Rock County;
- b. During death scene response or other death investigations, the Director of Operations for Dane County will work with Rock County staff to establish case review protocols, and to facilitate communication with the Dane County Medical Examiner to allow for case triage. The Chief Medical Examiner from Dane County will work with medicolegal death investigators to determine whether an autopsy or additional forensic examination should take place. Consideration will be given to the needs of other criminal justice partners, and the statutory authority of the District Attorney to independently order an autopsy will be recognized and followed.
- c. Dane County shall provide a forensic pathologist response to homicide cases or other cases where a complicated scene examination is appropriate. The need for this response shall be determined by the Medical Examiner in consultation with those at the scene;
- d. Dane County shall provide autopsy-related services pursuant to this Agreement. Toxicology panels, all histology, infant x-rays and subsequent interpretation, and any other specialized testing shall be billed directly to Rock County and are not included in this agreement.

**6. GENERAL SERVICES.**

- a. Specific scheduling of the tasks and responsibilities identified herein shall be established by mutual agreement of the parties.
- b. Each party shall commence, carry on and complete its obligations under this Agreement with all deliberate speed and in a sound, economical and efficient manner, in accordance with this Agreement and all applicable laws. In receiving services under this Agreement, each party agrees to cooperate with the various departments, agencies, employees and officers of the other.

## ROCK COUNTY SCHEDULE A

	2015	2016
<b>Office administration and oversight</b> Primarily Dane County Director of Operations January - June 2015 ~20hrs/WK July - December ~ 12hrs/WK	\$48,262.88	\$41,982.71
<b>Forensic Case Review - Every Case - Every Time</b> Each case reviewed by Forensic Pathologist Estimated 500 cases / Year	\$15,612.00	\$18,117.50
<b>Management - Pathologists</b> Estimated at 2 hours / WK	\$12,989.60	\$15,073.50
<b>Autopsy Medicine</b> Estimated 85 autopsy cases for 2015	\$84,000.00	\$86,520.00
<b>Transportation Costs</b> Based on the assumed 85 Autopsies 170 R / T between Dane Morgue and Rock Cooler	\$19,000.00	\$19,570.00
<b>Total</b>	<b>\$179,864.48</b>	<b>\$181,263.71</b>
<p>Transportation costs from the Rock County Morgue/Cooler to the Dane County facility, and from the Dane County Morgue to the Rock County ME Cooler. (2 round trips) All toxicology testing costs, histology testing cost and any other specialized testing would be run through the Rock County Medical Examiner's Office and would be the responsibility of Rock County. The estimated number of cases, 85 would not include a mass fatality event. This number would be re-visited each year for appropriateness.</p>		
<b>Mass Fatality Autopsy Fee (includes transportation) Price Ea.</b>	2015 \$1,215.00	2016 \$1,250.00

A Attachment #2

**MEDICAL EXAMINER CASELOAD & BUDGET ANALYSIS PER IGA SECTION**

**CASELOAD**

**BUDGET**

	2015		2016		2016		2015		2016		IGA \$/Case	IGA \$/Case	2016 Budget	2016 Proj'd	\$ Diff.
	IGA/Budget	6/30/2015	Actual	IGA/Budget	6/30/2015	Projected	Budget	IGA \$/Case	Actual	\$ Diff.					
A. Office Admin./Ovsight Jan-June 2015 @ 20 hrs/wk July-Dec. 2015 @ as hrs./wk	500	750	500	426	841	\$48,263	\$31.22	\$48,263	\$0	\$41,983	\$41,983	\$0	\$41,983	\$0	
B. Forensic Case Review	85	128	70	140	140	\$84,000	\$988.24	\$86,520	\$65,043	\$18,118	\$18,118	\$0	\$18,118	\$0	
C. Management - Pathologists 2 hrs./wk.	85	128	70	140	140	\$19,000	\$223.53	\$19,000	\$0	\$15,074	\$15,074	\$0	\$15,074	\$0	
D. Autopsy Medicine															
E. Transportation															
Total - IGA Payment						\$179,864		\$244,907	\$65,043	\$181,264	\$181,264		\$249,910	\$68,646	
F. Mass Fatality Autopsy Fee if > 5 deaths/incident	0	0	0	0	0										\$1,250
OTHER -NOT ADDRESSED IN IGA															
G. External Exams		15		11											

Note 1: External exams are conducted by the Pathologist who conducts an external exam of the body to determine if an autopsy is necessary. An example is a single vehicle car accident.  
 Note 2: In 2015, Account # 62199 - Other Prof. Services is increased by \$65,042 to reflect the full Dane County IGA payment. The 2nd 1/2 of the Dane County IGA was not billed until May 2016 and charged to Prior Year Expense (not posted to ME budget).

Rock County 2017/8 IGA Estimate

	A	B	C	D	E	F	G	H	I	J	K
1											
2									2017		2018
3											
4									\$43,798.15		\$44,376.60
5											
6											
7											
8											
9											
10									\$30,930.90		\$31,127.89
11											
12											
13											
14									\$15,183.33		\$15,297.77
15											
16											
17									\$162,433.06		\$164,486.62
18											
19											
20									\$35,019.59		\$35,063.90
21											
22											
23											
24											
25									\$4,900.00		\$5,220.76
26											
27											
28									\$3,381.14		\$3,385.53
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32											
33											
34									\$295,646.17		\$298,959.07
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## STAFFING AGREEMENT FOR OPERATION OF THE ROCK COUNTY JAIL

This agreement is entered into between Sheriff Robert D. Spoden and the Rock County Board of Supervisors for the purpose of jointly agreeing upon the minimum staffing levels needed to ensure the health, safety, and security of the staff and inmates at the Rock County Jail. This agreement addresses the requirement of Wisconsin Administrative Code Chapter DOC 350.20(1) which states, "*The county board and sheriff shall determine jointly the adequate staffing needs, including support staff and services that are required to ensure the health, safety, and security of the jail staff and inmates when using cells for double occupancy. The joint determinations shall be in writing and signed by the representatives of the county board and the sheriff and shall be filed with the department. The written joint determination shall remain in effect until rescinded or amended by mutual written agreement of the county board and sheriff. Unless there is adequate staff as agreed upon by the county board and sheriff, double celling may not occur.*"

The terms of this agreement are as follows:

1. First Shift (7 a.m. – 3 p.m.) shall operate with a minimum of the following staff:
  - 14 Officers
  - 1 Supervisors (Sergeants, Captains, etc.)
  - 1 Healthcare Staff
  - 2 Clerical/Support/Program Staff
  
2. Second Shift (3 p.m. – 11 p.m.) shall operate with a minimum of the following staff:
  - 14 Officers
  - 1 Supervisors (Sergeants, Captains, etc.)
  - 1 Healthcare Staff
  - 2 Clerical/Support/Program Staff
  
3. Third Shift (11 p.m. – 7 a.m.) shall operate with a minimum of the following staff:
  - 10 Officers
  - 1 Supervisors (Sergeants, Captains, etc.)
  - 1 Healthcare Staff
  
4. The above listed staffing plan is representative of shifts during the normal (Monday – Friday) work week. Staffing levels on weekends and holidays for 1<sup>st</sup> and 2<sup>nd</sup> shift are fifteen officers, one supervisor and one healthcare staff member.
  
5. In compliance with WI Statute §302.41, there shall be at least one officer/deputy on duty of the same gender as those incarcerated at the jail.
  
6. It shall be understood that the aforementioned staffing determination is the minimum necessary to operate the Rock County Jail, and that unforeseen circumstances to facility operations may require additional staffing to ensure the safety of the inmates and staff.

STAFF COMMITTEE

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J. Russell Podzilni, Chair

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Sandra Kraft, Vice Chair

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Eva Arnold

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Hank Brill

---

Betty Jo Bussie

---

Mary Mawhinney

---

Louis Peer

---

Alan Sweeney

---

Terry Thomas

PUBLIC SAFETY & JUSTICE  
COMMITTEE

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Mary Beaver, Chair

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Hank Brill

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Terry Fell


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Brian Knudson

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Phil Owens

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Sheriff Robert D. Spoden

## **MINIMUM STAFFING LEVELS FOR THE ROCK COUNTY JAIL**

### **EXECUTIVE SUMMARY**

Wisconsin Administrative Code DOC 350.20 (Double Celling) establishes that a written agreement must be in place between the sheriff and county board as to the minimum staffing levels required to safely operate the jail.

On 09-07-89, The State of Wisconsin granted the Rock County Sheriff's Office permission to double cell inmates. In order to continue to double cell inmates, this written agreement must be filed with the Wisconsin Department of Corrections. It shall remain in effect until rescinded or amended by mutual written agreement of the County Board and Sheriff.

This agreement is cost neutral as it does not increase or decrease staffing levels as established in the adopted county budget.



# GENERAL ORDER

## ROCK COUNTY SHERIFF'S OFFICE

**TITLE:** Double Celling

**NUMBER:** 6.151

**SCOPE:** All Jail Employees

**REFERENCE:** DOC 350.20

**EFFECTIVE DATE:** 08/01/16

**CANCELS:**

**APPROVED BY:** Sheriff

**REVIEW DATE:** 08/01/18

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### PURPOSE

The purpose of this General Order is to establish guidelines for double celling at the Rock County Jail. The following General Order conforms to the requirements of Wisconsin Administrative Code DOC 350.20 (Double Celling).

### POLICY

The Rock County Sheriff's Office is committed to complying with the requirements found in the Wisconsin Administrative Code DOC 350.20 as it relates to Double Celling.

### DEFINITIONS

**Written Joint Determination** - For the purpose of double celling, Written Joint Determination shall be defined as staffing levels identified in the adopted county budget.

### PROCEDURE

- A. The County Board and Sheriff shall determine jointly the adequate staffing needs, including support staff and services, which are required to ensure the health, safety and security of the jail staff and inmates when using cells for double occupancy. The Written Joint Determination shall be in writing and signed by the representatives of the County Board and the Sheriff and shall be filed with the Wisconsin Department of Corrections. The Written Joint Determination shall remain in effect until rescinded or amended by mutual written agreement of the County Board and Sheriff. Unless there is adequate staff as agreed upon by the County Board and Sheriff, double celling may not occur.

- B. Inmates housed in the same cell shall have the same custody classification and be properly segregated as required under WI ss. 302.36.
- C. For male and female housing areas, at least one cell or 15% of the jail's total number of cells, whichever is greater, shall be maintained for single occupancy.
- D. Receiving cells may not be used for double occupancy.

# Rock County

## Child Support Agency

Courthouse  
51 South Main Street  
Janesville, WI 53545



TEL: 608/757-5700  
FAX: 608/757-5710  
TDD: 800/947-3529

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**MEMO TO:** Mary Beaver, Chair  
PUBLIC SAFETY & JUSTICE COMMITTEE

**MEMO FROM:** Kristine Baker Ellis, Director  
CHILD SUPPORT AGENCY

**COPY:** Josh Smith, County Administrator


**RE:** Semi Annual Report-Attendance at Convention/Conferences

**DATE:** 07/08/16

Per Resolution 06-9A-087, no one from the Rock County Child Support Agency has attended any conventions or conferences from January 1, 2016 through June 30, 2016 resulting in costs exceeding \$1,000.00 per employee.

If anyone has any questions in this regard, please feel free to contact me.

Respectfully,

  
Kristine Baker Ellis, Director  
CHILD SUPPORT AGENCY

kbe/mmr

**Rock County, Wisconsin**

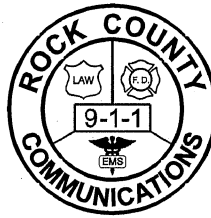
**Communications Center**

3636 N. County Highway F

Janesville, WI 53545

Phone (608) 757-5100

Fax (608) 757-5081



**MEMORANDUM**

TO: Public Safety & Justice Committee  
FROM: Kathy Sukus, Director *Kathy Sukus*  
DATE: July 25, 2016  
RE: Semi Annual Training Report

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The Rock County Communications Center staff had no trainings, conferences or conventions in which the total cost per event, per employee exceeded \$1,000 in the first half of 2016.

cc: Josh Smith, County Administrator

**David J. O'Leary**  
Rock County District Attorney

**Perry L. Folts**  
Deputy District Attorney



**Office of District Attorney**  
Rock County Courthouse  
51 South Main Street  
Janesville, Wisconsin 53545  
Phone 608-757-5615  
FAX 608-757-5725

**TO: Public Safety and Justice Committee**

**FROM: Renee Grover, Office Manager, District Attorney Office**

**DATE: July 6, 2015**

**RE: Semi Annual Convention/Conference Report**

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We have not had any training, conference or convention in which the total cost per event, per employee exceeded \$1,000 in the first half of 2016.

CC: Josh Smith

ROCK COUNTY, WISCONSIN



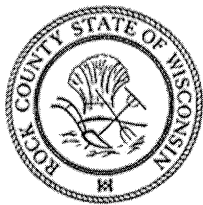
Mediation & Family Court Services  
Rita Costrini-Norgal, Director  
51 South Main Street, 4 R; RM 477  
Janesville, WI 53545-3951  
(608) 757-5546  
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MEMO

**TO:** Public Safety & Justice Committee  
**FROM:** Rita Costrini-Norgal, Director (Ext. 5549)  
Mediation & Family Court Services  
**DATE:** July 5, 2016  
**RE:** Semi-Annual Training/Conference Report (Jan 30 to Jun 30, 2016)

In accordance with Resolution 06-9A-087, no one from the department of Mediation and Family Court Services, County of Rock County, attended a training, convention or conference "... that exceeded costs of \$1, 000 per event"... during the first 6-months of 2016.

Cc: Richard Werner, Chief Judge (Via-e-mail)  
Josh Smith, County Administrator (Via: e-mail)



*Office of the*  
**Rock County Medical Examiner**  
Dr. Vincent Tranchida  
Chief Medical Examiner



TO: The Honorable Mary Beaver,  
Chair of Public Safety and Justice  
FR: Barry E. Irmen  
Director of Operations, ME Department  
DA: 07-13-16  
RE: Semi-Annual Report – Attendance at Conventions / Conferences

This purpose of this memo is to confirm that staff from the Medical Examiner's Department did not attend any training, conferences or conventions that exceeded \$1000.00 in the first half of 2016.

**ROBERT D. SPODEN**  
**ROCK COUNTY SHERIFF**

BARBARA J. TILLMAN  
CHIEF DEPUTY

July 6, 2016


TO: Public Safety and Justice Committee

FR: Sheriff Robert D. Spoden

RE: Semi-Annual Training Exceeding \$1,000  
January 1, 2016 – June 30, 2016

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During the period of January 1 to June 30, 2016, there were six (6) members of the Sheriff's Office that attended a total of seven (7) training events in which the total cost exceeded \$1,000 per person, per event. Please see the attached spreadsheet for the details on each of the separate training events.

  
Robert Spoden, Sheriff

By: Sergeant Troy Egger  
Training Coordinator

Cc: Josh Smith

200 EAST U.S. HIGHWAY 14  
JANESVILLE, WISCONSIN 53545-9601  
PHONE 608-757-8000 FAX 608-757-7997



**January 2016 - June 2016 Rock County Sheriff's Office Training Over \$1,000 Per Employee**

<b>Employee</b>	<b>Training</b>	<b>Dates</b>	<b>Location</b>	<b>Tuition</b>	<b>Transportation</b>	<b>Lodging</b>	<b>Food</b>	<b>Total Cost</b>
Sheriff Robert Spoden	National Sheriff's Association 2016 Annual Conference & Exhibition	June 24-29, 2016	Minneapolis, MN	\$575.00	\$0.00	\$1,608.66	\$140.18	\$2,323.84
Sgt. Shena Kohler	2016 API Emergency Response Forum, Pipeline Emergency Preparedness and Response	June 7-8, 2016	The Westin Westminster, Westminister, CO	\$0.00	\$593.50	\$671.73	\$60.39	\$1,325.62
\$1,000 Grant from Enbridge received 05/21/16 #3020002965, so Training Cost RCSO \$325.62								
Sgt. Jay Williams	National Association of Drug Court Professionals' 22nd Annual Training Conference	June 1-4, 2016	Anaheim Convention Center, Anaheim, CA	\$600.00	\$624.77	\$882.90	\$0.00	\$2,107.67
Sgt. Ryan Ooms	Traffic Crash Reconstruction 2 (35 ACTAR CEUs)	May 9-13, 2016	Northwestern University Center for Public Safety, Evanston, IL	\$850.00	\$0.00	\$1,145.00	\$177.19	\$2,172.19
Dep. Beau Douglas	Traffic Crash Reconstruction 2 (35 ACTAR CEUs)	May 9-13, 2016	Northwestern University Center for Public Safety, Evanston, IL	\$850.00	\$0.00	\$0.00	\$151.67	\$1,001.67
Dep. Ben Riemer	Wisconsin DOJ Division of Criminal Investigation (DCI) Drug Investigation School	February 15-26, 2016	Green Lake Conference Center, Green Lake, WI	\$105.00	\$0.00	\$676.00	\$283.00	\$1,064.00
Sheriff Robert Spoden	National Sheriff's Association's 2016 Winter Legislative & Technology Conference	February 6-9, 2016	JW Marriott, Washington D.C.	\$495.00	\$593.70	\$1,989.28	\$210.00	\$3,287.98