

ROCK COUNTY, WISCONSIN



**PLEASE
NOTE:
LOCATION**

**PUBLIC SAFETY & JUSTICE COMMITTEE
WEDNESDAY – JANUARY 20, 2021 - 5:00 P.M.
LARGE CONFERENCE ROOM
SHERIFF'S OFFICE 200 US HWY 14 JANESVILLE**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Citizen Participation, Communications, Announcements, Information
4. Approval of Minutes – January 4, 2021
5. Consent Calendar
 - A. Transfers
6. Update, Discussion and Possible Action
 - A. Semi Annual Reports
7. Committee Requests and Motions
8. Tour of Pinehurst Building
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



PUBLIC SAFETY & JUSTICE COMMITTEE
Minutes – January 4, 2021

Call to Order. Chair Beaver called the meeting of the Public Safety and Justice Committee to order at 5:00 P.M. via teleconference.

Committee Members Present via Phone/Video: Supervisors Beaver, Knudson, Bomkamp, Taylor and Rynes.

Committee Members Absent: None.

Staff Members Present via Phone/Video: Randy Terronez, Assistant to the County Administrator; Kathy Sukus., 911 Communications Center; David O’Leary, District Attorney; Sheriff Troy Knudson; Capt. Curt Fell, Sheriff’s Office; Brent Sutherland, Facilities Management Director; Melissa Wittwer, Child Support Services Director; and Terri Carlson, Risk Manager.

Others Present. John Sabinash, Venture Architects.

Adoption of Agenda. Supervisor Knudson moved approval of the agenda, second by Supervisor Taylor. ADOPTED.

Approval of Minutes – December 7, 2020. Supervisor Taylor moved approval of the minutes of December 7, 2020 as presented, second by Supervisor Knudson. ADOPTED.

Public Comment. Sheriff Knudson briefly updated the Committee on the inmate COVID status. Sheriff Knudson also gave an update on the Hazmat contract which was renewed for a one-year period. For future years, the Sheriff’s Office is working with the City of Janesville on contract updates, e.g., reporting requirements, etc.

Consent Calendar.

Transfers

911 Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
23-2400-0000-64200	\$5,800
Training	

TO

<u>Account#</u>	<u>Amount</u>
23-2400-0000-62119	\$5,800
Other Contracted Services	

Supervisor Bomkamp moved approval of the above Transfer for the Communications Center, second by Supervisor Knudson. ADOPTED.

Review of Payments The Committee accepted the reports.

Report – Sheriff’s Office Needs Study Conducted in 2020

Brent Sutherland introduced John Sabinash of Venture Architects to review the report’s highlights. Brent noted that the study links back to the County’s Master Plan that identified the need for replacement of the Pinehurst structure/functions.

Mr. Sabinash reviewed highlights of the report that was contained in the agenda packet. He noted that he would be presenting the report to tomorrow’s General Services Committee and the January 14 County Board meeting.

The project identifies the needs of law enforcement services and jail services. The Pinehurst building consists of 5 floors (basement, 1 floor for Sheriff’s administrative functions, 2 floors for inmate housing and 1 floor used for HVAC equipment). The building was constructed in 1929 with the inmate housing area designed in the obsolete linear configuration.

A timeline was outlined that provides the county with major decision points of the project. Discussion given on phasing in order to alleviate cost impact.

Staff will be developing further refinements, include item prioritization and report back to the Committee at a later date.

Resolutions and Committee Approval.

Recognizing Deputy Sheriff Bryan S. Hanthorn

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021, does hereby recognize Deputy Bryan S. Hanthorn for his over 30 years of faithful service and recommends that a sincere expression of appreciation be given to Deputy Bryan S. Hanthorn along with best wishes for the future.”

Supervisor Bomkamp moved approval of the above resolution, second by Supervisor Rynes.
ADOPTED.

Authorization to Purchase a Skytron UVC Disinfecting Robot

“**NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this _____ day of _____ 2020, does hereby authorize the purchase, using General Funds, for a Skytron UVC Disinfecting Robot, for use throughout the Correctional Facility, to protect the inmate population, as well as Sheriff’s Office staff.

BE IT FURTHER RESOLVED, that the Sheriff’s Office’s budget for 2020 be amended as follows:

.....”

Supervisor Bomkamp moved approval of the above resolution, second by Supervisor

Taylor. ADOPTED.

Support of Increased County Child Support Funding

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 respectfully requests that state funding for county child support agencies be increased by \$4 million GPR in each fiscal year of the 2021-23 Wisconsin state budget, which will generate approximately \$7.7 million in additional federal funding each year. This investment will ensure that counties can continue to effectively provide economic support to our children.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to the Governor of the State of Wisconsin, State Senators and State Representatives representing Rock County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties Association for consideration.

Supervisor Taylor moved approval of the above resolution, second by Supervisor Bomkamp. ADOPTED.

Review, Discussion and Possible Action.

Set Meeting Time and Dates The Committee discussed and voted unanimously to set the next meeting for 5:00 P.M., Wednesday, January 20, 2021. (Also see discussion under Committee Requests).

Committee Requests and Motions. Sup. Brian Knudson suggested scheduling a tour of the jail and it was agreed that the next committee meeting will include this item.

Adjournment. Supervisor Bomkamp moved adjournment at 5:45 P.M., second by Supervisor Rynes. ADOPTED.

Respectfully submitted,

Randy Terronez
Assistant to the County Administrator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 12/30/20 Transfer No. 20-30
 Requested By Child Support Department Melissa Wittwer Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 34-3850-0000-61108 Description: Seasonal Wages Current Balance: \$23,821	\$12,000	Account #: 32-3850-0000-62143 Description: COOP-Corp Counsel	\$12,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Due to the COVID-19 pandemic, did not utilize many seasonal hours in 2020.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Due to COVID-19 pandemic and technology needs for the attorneys, along with Administrative Order 2020-04.01, attorneys utilized the option to have vacation paid out, which resulted in exceeding the budgeted allotment for our corporation counsel cooperative agency budget by approximately \$11,335.28.

FISCAL NOTE:

Sufficient funds are available for transfer. *12-1-2021*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* *1/14/21*
 COMMITTEE CHAIR

REQUIRED APPROVAL

DATE

Governing Committee _____

Finance Committee _____

Distribution: **EMAIL** Sherry Oja and Susan Balog



Sheriff Troy J. Knudson
ROCK COUNTY SHERIFF'S OFFICE

Craig L. Strouse, Chief Deputy



Jude G. Maurer
Commander, Law Enforcement Services

"A Tradition of Service"

Erik D. Chellevoid
Commander, Correctional Services

January 7, 2021

TO: Public Safety and Justice Committee
FR: Sheriff Troy J. Knudson
RE: Semi-Annual Training Exceeding \$1,000
July 1, 2020 – December 31, 2020

During the period of July 1, 2020, through December 31, 2020, six (6) members of the Rock County Sheriff's Office attended one or more trainings in which the total cost exceeded \$1,000 per person, per event. The attached table provides a detailed breakdown of expenses for the eight (8) reportable trainings.

Sheriff Troy J. Knudson

By: Nicole Barrington
Training Bureau Secretary
CC: County Administrator Josh Smith
Assistant to the County Administrator Randy Terronez
Chief Deputy Craig Strouse

200 East U.S. Highway 14
Janesville, WI 53545
Phone: 608-757-8000 Fax: 608-757-7997

July 2020 - December 2020 Rock County Sheriff's Office Training Over \$1,000 Per Employee

Employee	Training	Dates	Location	Tuition	Transportation	Lodging	Food	Total Cost
Sgt. Matthew Jacobson	FBI-LEEDA Executive Leadership Institute, FBI - Law Enforcement Executive Development Association, Inc.	July 20, 2020 - July 24, 2020 28 Hours	FBI Milwaukee Field Office, St. Francis, WI	\$695.00	School Car	\$360.00	\$85.43	\$1,140.43
Dep. Erik Albeck and K9 Jax	Patrol Utility and Narcotics Detection Canine Basic Course & NAPWDA K-9 Team Certification Test	July 20, 2020 - August 28, 2020 240 Hours	F.M. K9, Berrien Center, MI	\$13,000.00 Cost of K9 and Course	Drove K9 Squad	Onsite, Included in Tuition	\$0.00	\$13,000.00
Dep. Donavon Dodge	Equine Investigations Academy Level I, Colorado State University / Code 3 Associates, Inc.	August 24-29, 2020 48 Hours	Code 3 Associates, Inc., Longmont, CO	\$1,850.00	Airfare \$454.20	Onsite, Included in Tuition	Included in Tuition	\$2,304.20
Sgt. Matthew Jacobson	Evidence Collection and Processing Training, Sirchie	November 2-6, 2020 35 Hours	Sirchie Headquarters, Youngsville, NC	\$650.00	Airfare \$237.20 1 Bag \$70.00 Airport Parking \$48.00 Rental Car \$267.17 Fuel \$18.50	\$555.54	\$183.90	\$2,030.31
Dep. Jason Wescott	Evidence Collection and Processing Training, Sirchie	November 2-6, 2020 35 Hours	Sirchie Headquarters, Youngsville, NC	\$650.00	Airfare \$491.20	\$555.54	\$152.01	\$1,848.75
Capt. Kimberly Litsheim	Internal Affairs, Professional Standards and Ethics, Institute for Law Enforcement Administration	November 2-6, 2020 32 Hours	The Center for American and International Law, Plano, TX	\$790.00	Airfare \$295.26 Bag \$30.00	\$1,090.45	\$249.57	\$2,455.28
Capt. Mark Thompson	Internal Affairs, Professional Standards and Ethics, Institute for Law Enforcement Administration	November 2-6, 2020 32 Hours	The Center for American and International Law, Plano, TX	\$790.00	Airfare \$295.26 Rental Car \$340.85 Tolls \$110.92	\$1,090.45	\$247.22	\$2,874.70
Sgt. Matthew Jacobson	FBI-LEEDA Supervisor Leadership Institute, FBI - Law Enforcement Executive Development Association, Inc.	November 9, 2020 - November 13, 2020 28 Hours	FBI Milwaukee Field Office, St. Francis, WI	\$695.00	School Car Fuel \$26.60	\$360.00	\$89.47	\$1,171.07



Jacki Gackstatter
Rock County Clerk of Circuit Court
51 South Main Street, Janesville WI 53545
Phone: (608) 743-2200 Fax: (608) 743-2223

January 4, 2021

To: Public, Safety and Justice Committee

From: Jacki Gackstatter
Clerk of Circuit Court

Subject: Semi-annual Report of Attendance at Conventions/Conferences

From July – December 2020, neither I or a member of my staff attended any training, convention or conference out of state. Nor did attendance to a training, convention or conference exceed \$1,000 per event.

Cc: Josh Smith
County Administrator



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: 01-04-2021
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 second half of 2020.



MEMORANDUM

TO: Public Safety & Justice Committee

FROM: Kathren Sukus, Communications Director *Kathren Sukus*

DATE: 1/4/21

RE: Semi-Annual Report – Attendance at Conventions/Conferences

The Communications Center had no staff members who attended any training, convention or conference that exceeded total costs of \$1,000 per event, per employee, whether in-state or out-of-state for the second half of 2020.

David J. O'Leary
Rock County District Attorney

Anne T. Nack
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: PS&J Committee
Josh Smith, County Administrator**

FROM: David O'Leary

DATE: December 31, 2020

RE: Semi-Annual Report – Attendance at Conventions/Conferences

This is to advise that there was no attendance at any training, convention or conference that exceeded total cost of \$1,000 per event, per employee for the District Attorney's Office.

Thank you.

Rock County

Child Support Services

Courthouse
51 South Main Street
Janesville, WI 53545



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

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

MEMO FROM: Melissa Wittwer, Director
CHILD SUPPORT SERVICES

COPY: Josh Smith, County Administrator
Randy Terronez, Assistant to the County Administrator

RE: Semi Annual Report-Attendance at Convention/Conferences

DATE: 12/31/20

Per Resolution 06-9A-087, no one from Rock County Child Support Services has attended any conventions or conferences from July 1, 2020 through December 31, 2020 resulting in costs exceeding \$1,000.00 per employee.

Please do not hesitate to contact me if you have any further questions or concerns.

Respectfully,

Melissa Wittwer, Director
CHILD SUPPORT SERVICES