



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – JULY 20, 2015 - 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 6, 2015
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 - 1) Sheriff's Office (3)
6. Second Quarter 2015 Activity Report – Mediation and Family Court Services
7. Set Meeting Date for Jail Tour – October 5, 2015
8. Committee Requests and Motions
9. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
21-2100-0000-62410	R & M-VEHICLES				
		P1500359	06/24/2015	BANDT COMMUNICATIONS INC	300.00
		P1500363	06/18/2015	CARQUEST AUTO PARTS	20.52
		P1500367	06/26/2015	FRANK BOUCHER CHRYSLER DODGE	769.09
		P1500376	06/22/2015	MENARDS	46.56
		P1500380	06/26/2015	PERKINS SALES INC	113.94
		P1500381	06/22/2015	PIONEER RIM AND WHEEL CO	304.37
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	52,371.08	73,405.89	1,554.48	7,668.55
21-2100-0000-62420	MACH & EQUIP RM				
		P1502370	05/28/2015	KUSTOM SIGNALS INC	701.78
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,770.00	2,358.64	0.00	701.78	709.58
21-2100-0000-63101	POSTAGE				
		P1501863	06/17/2015	FEDERAL EXPRESS CORP	21.78
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,260.00	5,499.48	5,052.17	21.78	2,686.57
21-2100-0000-63407	COMPUTER SUPPL				
		P1502358	06/18/2015	CDW GOVERNMENT INC	462.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	9,725.60	0.00	462.50	11,811.90
21-2100-0000-63409	CRIME SCENE SUPP				
ENC		R1502871	07/14/2015	AMAZON.COM	447.56
		P1500357	06/08/2015	ADORAMA	115.50
		P1500385	06/22/2015	SIRCHIE FINGER PRINT LABORATOR	301.40
		P1502204	06/17/2015	USI INC	61.24
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,395.00	3,123.42	373.80	925.70	3,972.08
21-2100-0000-63900	AMMO/RANGE SUPPL				
		P1500376	06/25/2015	MENARDS	92.18
		P1502308	06/18/2015	BROWNELLS INC	226.24
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	37,493.00	23,973.32	354.51	318.42	12,846.75
21-2100-0000-63902	CRIME PREVENTION				
		P1501766	06/29/2015	AMERICAN AWARDS AND PROMOTION	2,351.07
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,500.00	264.51	0.00	2,351.07	1,884.42
21-2100-0000-63904	POLICING/1ST AID				
		P1502355	04/30/2015	AIT LABORATORIES	150.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,211.00	9,591.64	888.25	150.00	7,581.11
21-2100-0000-64200	TRAINING EXP	P1502381	07/07/2015	COLTS MANUFACTURING	450.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,500.00	24,155.98	4,694.76	450.00	9,199.26
21-2100-0000-64205	STAFF EDUC		06/30/2015	NATTER,SHAWN	950.01
			06/30/2015	COWAN,CHARLIE	950.01
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	53,650.00	33,460.55	0.00	1,900.02	18,289.43
21-2100-0000-64904	SUNDRY EXPENSE	P1502317	06/22/2015	DANIELS SENTRY	41.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	4,760.49	64.00	41.94	5,133.57
21-2100-0000-65321	BLDG/OFC LEASE	P1500361	06/22/2015	BLACKHAWK TECHNICAL COLLEGE	2,232.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,262.00	0.00	0.00	2,232.00	30.00
21-2100-0000-67160	CA \$500-\$4,999	P1502379	06/25/2015	PHYSIO CONTROL INC	2,079.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,990.00	14,326.17	0.00	2,079.36	6,584.47
				SHERIFF PROG TOTAL	13,189.05
21-2167-0000-64904	SUNDRY EXPENSE	P1500355	06/12/2015	ACE PORTABLES	75.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,382.66	489.25	75.00	3,053.09
				RECAP OPERATIONS PROG TOTAL	75.00
21-2200-0000-62161	HOUSEHOLD SERV	P1500390	06/24/2015	DE VERE COMPANY INC	144.92
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	47,905.00	28,768.89	7,682.55	144.92	11,308.64
21-2200-0000-63300	TRAVEL	P1501864	07/06/2015	US CORRECTIONS	1,049.75

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,000.00	5,695.10	3,049.14	1,049.75	7,206.01
21-2200-0000-64904	SUNDRY EXPENSE				
		P1500371	05/31/2015	JEFFERSON FIRE AND SAFETY INC	344.50
		P1500376	06/25/2015	MENARDS	34.13
		P1502369	06/23/2015	ALCOPRO	235.00
		P1502380	06/17/2015	GRAINGER	39.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	48,422.99	2,326.09	652.63	83,598.29
CORRECTIONAL FACILITY PROG TOTAL				1,847.30	
21-2560-2015-64203	EDUC MAT & SUPPL				
		P1502200	06/30/2015	MMPR	455.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,234.00	249.00	831.94	455.00	(301.94)
LOCAL EMRG PLANNING COMM PROG TOTAL				455.00	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$15,566.35**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1200-0000-63200	PUBL/SUBCR/DUES		06/24/2015	FOX,CELEASE D	20.00
		P1502442	06/10/2015	WEST BEND MUTUAL INSURANCE	20.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	4,440.35	108.00	40.00	4,411.65
22-1200-0000-63202	LAW BOOKS		06/12/2015	STATE BAR OF WISCONSIN	160.77
		P1500460			
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,000.00	15,034.16	17,144.90	160.77	(1,339.83)
CIRCUIT COURTS PROG TOTAL				200.77	
22-1209-0000-64200	TRAINING EXP		06/19/2015	NATIONAL CENTER FOR STATE COUR	1,500.00
		P1502437			
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,645.00	2,516.42	238.58	1,500.00	(610.00)
CLERK OF COURTS PROG TOTAL				1,500.00	

I have examined the preceding bills and encumbrances in the total amount of **\$1,700.77**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62119	OTHER SERVICES	P1502327	05/31/2015	OCCUPATIONAL HEALTH CENTER	421.74
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,972.00	15,565.57	3,932.00	421.74	2,052.69
23-2400-0000-67160	CA \$500-\$4,999	P1502030	06/11/2015	GENERAL COMMUNICATIONS INC	3,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	29,750.00	10,675.32	13,871.45	3,000.00	2,203.23
911 PROJECT OPERATIONS PROG TOTAL				3,421.74	

I have examined the preceding bills and encumbrances in the total amount of **\$3,421.74**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
24-1610-0000-62124	CRIMINAL INVEST	P1502323	06/03/2015	WALWORTH COUNTY CLERK OF COUI	7.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,700.00	4,829.41	0.00	7.50	1,863.09
24-1610-0000-62126	OFFICER FEES	P1500444	06/30/2015	BAT ENTERPRISES LLC	240.00
		P1500445	06/02/2015	SOUTHEAST WISCONSIN PROCESS LI	440.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,500.00	2,655.00	0.00	680.00	4,165.00
24-1610-0000-62501	REPORTER FEES	P1500447	06/24/2015	NELSON,DEBRA A	6.00
		P1500451	06/18/2015	MUELLER CPR-CM,TAMMIE D	44.00
		P1500453	06/18/2015	PINS,JENNIFER LYNN	33.75
		P1500454	06/05/2015	SELF RPR CSR,MALISSA J	46.00
		P1500456	06/04/2015	HILL,KRISTEN	30.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,000.00	3,377.45	0.00	160.25	3,462.30
24-1610-0000-63100	OFC SUPP & EXP	P1502054	06/21/2015	HENRICKSEN	384.02
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	12,400.00	4,346.88	0.00	384.02	7,669.10
24-1610-0000-63300	TRAVEL		06/30/2015	SULLIVAN,RICHARD J	103.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,500.00	5,749.73	0.00	103.50	5,646.77
24-1610-0000-64200	TRAINING EXP	P1502321	06/15/2015	GREEN LAKE COUNTY TREASURER	135.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,200.00	2,054.00	400.00	135.00	2,611.00
DISTRICT ATTORNEY PROG TOTAL				1,470.27	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$1,470.27**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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- B. Bills under \$10,000 to be paid.
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Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
28-2650-0000-62170	PHYSICIAN/OTHER				
		P1500611	05/31/2015	AIT LABORATORIES	1,995.00
		P1500615	06/22/2015	PROFESSIONAL EQUIPMENT AND SUF	2,234.20
		P1500617	06/22/2015	LB MEDWASTE SERVICES	51.50
		P1501778	06/03/2015	MERCY HEALTH SYSTEM PHYSICIAN	125.00
		P1502098	05/30/2015	MERCY HEALTH SYSTEM	186.00
		P1502099	06/11/2015	WCMEA	390.00
		P1502453	06/30/2015	SSM HEALTH CARE OF WISCONSIN I	1,326.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	60,984.00	9,276.99	500.00	6,307.70	44,899.31
28-2650-0000-62400	R & M SERV				
		P1500624	05/27/2015	BANDT COMMUNICATIONS INC	658.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	300.00	115.39	0.00	658.50	(473.89)
MEDICAL EXAMINER PROG TOTAL				6,966.20	

I have examined the preceding bills and encumbrances in the total amount of **\$6,966.20**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62126	OFFICER FEES	P1500595	06/18/2015	O BRIEN AND ASSOCIATES INC	155.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,500.00	7,913.78	28.00	155.00	13,403.22
34-3850-0000-63202	LAW BOOKS	P1502404	06/24/2015	WISCONSIN DEPARTMENT OF ADMINI	290.15
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	963.00	469.70	0.00	290.15	203.15
CHILD SUPPORT PROG TOTAL				445.15	

I have examined the preceding bills and encumbrances in the total amount of **\$445.15**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 20 2015**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1500344 PEID 052519

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 07/15/15

DEPARTMENT Sheriff's Office

COMMITTEE Public Safety and Justice

VENDOR NAME JP Morgan Chase Bank NA

ACCOUNT NUMBER 21-2100-0000-63200 - LES

FUNDS DESCRIPTION Publications/Subscriptions/Dues

AMOUNT OF INCREASE \$ 25.00

INCREASE FROM \$ 0.00 TO \$ 25.00

ACCOUNT BALANCE AVAILABLE \$ 1,455.05 SB 07/15/15

REASON FOR AMENDMENT Use Chase card to pay dues online for

International Association of Arson Investigators (IAAI); detectives

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
Chair _____ Date _____
(If over \$10,000)

COUNTY BOARD _____
Resolution # _____ Adoption Date _____
(If over \$10,000)

PURCHASE ORDER NUMBER P1500040 PEID 018329

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 07/13/15

DEPARTMENT Sheriff's Office

COMMITTEE Public Safety and Justice

VENDOR NAME John Wickhem Agency

ACCOUNT NUMBER 21-2100-0000-63904 - LES

FUNDS DESCRIPTION Policing and First Aid Supplies

AMOUNT OF INCREASE \$ 80.00

INCREASE FROM \$ 300.00 TO \$ 380.00

ACCOUNT BALANCE AVAILABLE \$ 8,011.01 SB 07/13/15

REASON FOR AMENDMENT Additional notary bonds are needed as renewals
come due.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

PURCHASE ORDER NUMBER P1500046 PEID 039501

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 07/13/15

DEPARTMENT Sheriff's Office

COMMITTEE Public Safety and Justice

VENDOR NAME UPS Store, The

ACCOUNT NUMBER 21-2100-0000-63101 - LES

FUNDS DESCRIPTION Postage

AMOUNT OF INCREASE \$ 250.00

INCREASE FROM \$ 250.00 TO \$ 500.00

ACCOUNT BALANCE AVAILABLE \$ 2,685.14 SB 07-13-15

REASON FOR AMENDMENT Additional postage needed to send packages via
UPS.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

FINANCE COMMITTEE _____
Chair Date
(If over \$10,000)

COUNTY BOARD _____
Resolution # Adoption Date
(If over \$10,000)



JANUARY-JUNE 2015 ACTIVITY REPORT - FILES OPENED

I. Files Opened -----		223	
A. Type			
Divorce-----	44		<i>19.7% of all files opened in January-June</i>
Post-Divorce-----	46		<i>20.6% of all files opened in January-June</i>
Paternity-----	131		<i>58.7% of all files opened in January-June</i>
Grandparent/Guardian-----	2		<i>0.9% of all files opened in January-June</i>
B. Referred By			
Voluntary-----	9		<i>4.0% of all files opened in January-June</i>
Court-Ordered-----	214		<i>96.0% of all files opened in January-June</i>
II. Number of children for January-June 2015 -----		290	

JANUARY-JUNE 2015 ACTIVITY REPORT - FILES CLOSED

Files Closed -----		219	
Case Status:			
A. Total Mediations -----	162		74%
Agreements-----	111		<i>50.7% of all files closed in January-June</i>
No Agreements-----	48		<i>21.9% of all files closed in January-June</i>
Not App w/Mediation-----	3		<i>1.4% of all files closed in January-June</i>
B. Total Files Closed Without Mediation -----	57		26%
No Mediation - Not Appropriate-----	4		<i>1.8% of all files closed in January-June</i>
No Mediation: Unable to Schedule (\$)-----	0		<i>0.0% of all files closed in January-June</i>
No Contact/Refused/No Show-----	33		<i>15.1% of all files closed in January-June</i>
B-4 or OSM-----	20		<i>9.1% of all files closed in January-June</i>

Files closed with a mediation in January-June 2015: 162		
Rita	80	<i>49.4% of all mediations closed January-June 2015</i>
Larry	30	<i>18.5% of all mediations closed January-June 2015</i>
Eileen	30	<i>18.5% of all mediations closed January-June 2015</i>
Belem	22	<i>13.6% of all mediations closed January-June 2015</i>

Total # of Requests for Security in January-June 2015: 103	Total # of Checks when requested January-June 2015: 60
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