



**PUBLIC SAFETY & JUSTICE COMMITTEE  
MONDAY – AUGUST 18, 2014 - 4:00 P.M.  
SHERIFF'S CONFERENCE ROOM  
ROCK COUNTY SHERIFF'S OFFICE**

**Agenda**

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – August 4, 2014
4. Citizen Participation, Communications, Announcements, Information
5. Discussion and Direction on Medical Examiner Transition
6. Discussion of District Attorney's State Budget Request for 2.0 FTE GPR Funded ADA Positions
7. Consent Calendar
  - A. Transfers and Appropriations
  - B. Bills
  - C. Encumbrances
  - D. Pre-Approved Encumbrance Amendment
8. Resolutions
  - A. Authorization to Purchase Digital Simulcast Equipment for the New Edgerton Tower
  - B. Amend Sheriff's Budget for Project Lifesaver
  - C. Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2014 Budget
9. Authorization to Purchase a Rotating Warning Siren for Emergency Management from Federal Signal for \$7,824.28
10. Committee Requests and Motions
  - A. Schedule Tours
    - 1) Rock Valley Community Programs – October 6, 2014
11. Tour of Sheriff's Office and Jail
12. Adjournment

# MEDICAL EXAMINER TRANSITION

Prepared by Randy Terronez, Assistant to the County Administrator

## Background

In January 2015, Rock County will transition from the Coroner system to a Medical Examiner system.

The following summarizes a single county (or standalone) system and a proposal from Dane County. Under both options, the following areas represent the biggest differences from current operations:

- A. Emphasis on case consistency such that the staff person that initially responds to the scene is the same individual that follows the case through closure. This concept results in a staffing model change from per diem deputies to an established full-time and part-time complement of staff.
- B. Increase in the number of autopsies conducted. In Dane County's review of Rock County's activity, Rock County tends to have a lower level of autopsies conducted as compared to Dane's experience. Rock County conducts autopsies on 11% of the caseload while Dane County conducts autopsies on 21% of the caseload. The difference can be attributed to Dane County having a forensic pathologist reviewing all cases and making a professional judgment on the need for an autopsy. For comparison purposes, the single county standalone option and Dane County proposal are based upon 85 autopsies. The 2014 budget contained funds for approximately 60 autopsies.
- C. All autopsies would be conducted by the Dane County forensic pathologist. Currently, a pathologist based out of Mercy Hospital is used for more routine cases.

Both options will have one-time startup costs and are further described in each proposal.

## Single County Medical Examiner (Standalone)

A single county standalone medical examiner department headed by a non-physician medical examiner is common among comparable counties which do not have a high level of autopsies. Larger counties maintain an in-house forensic pathologist.

The standalone proposal calls for the following staffing levels:

<u>Position</u>	<u>Pay Grade</u>	<u>Full Time Equivalent</u>
1. Chief Medical Examiner (non-physician)	Unilat. (27C)	1.00
2. Chief Deputy Medical Examiner	Unilat. (23C)	1.00
3. Deputy Medical Examiner	Unilat. (19C)	1.00
4. <u>Part time Deputy Medical Examiners (@ 7)</u>	<u>Unilat. (19C)</u>	<u>3.20</u>
	Total	6.20

One-time costs in the amount of \$18,100 include: body carts for the temporary morgue located at the old Rock Haven facility, computer equipment and assorted miscellaneous items.

The annualized costs for the single county standalone option, excluding one-time startup costs, is \$573,676.

### **Dane County Proposal**

The Dane County Medical Examiner's Office contacted Rock County several months ago on the concept of providing management and forensic pathology oversight and services for Rock County's operation. The proposal would have the Dane County Medical Examiner, a forensic pathologist/physician, and the Dane County Deputy Medical Examiner provide operational oversight of the Rock County staff. Both positions would be contracted with Dane County through an intergovernmental agreement.

Rock County staffing under the Dane County option would consist of:

<u>Position</u>	<u>Pay Grade</u>	<u>Full Time Equivalent</u>
1. Lead Medicolegal Investigator	Unilat. (23C)	1.00
2. Medicolegal Investigators	Unilat. (19C)	2.00
3. Part time Medicolegal Investigators (@ 2)	(Unilat. (19C)	.60
4. <u>Clerical Worker</u>	<u>Seasonal</u>	<u>.40</u>
	Total	4.00

The Dane County proposal would provide an on-scene forensic pathologist for high-level cases such as a homicide or suspicious infant death. Rock County's field investigators would be under the operational direction of the Dane County Medical Examiner and Deputy Medical Examiner per established protocols.

One-time/startup costs in the amount of \$30,164 include: additional management and professional oversight during the 1st six months of the year, body carts for the temporary morgue located at the old Rock Haven facility, computer equipment and assorted miscellaneous items.

The annualized costs for the Dane County option, excluding one-time startup costs is \$597,789.

### **Comparison of the 2014 Coroner Budget to the Single County Standalone Option**

The following compares the major expense categories in the 2014 budget with the standalone option excluding one-time startup costs:

CATEGORY	2014		
	BUDGET	STANDALONE	\$ DIFF
Personnel	\$282,227	\$354,342	\$72,115
Professional Services	\$137,866	\$171,366	\$33,500
Other/Capital	\$37,968	\$47,968	\$10,000
Total	\$458,061	\$573,676	\$115,615

The above shows that costs for the single county standalone model would be approximately \$116,000 more than the 2014 budget, due to a change in the staffing model and an increased number of autopsies.

### **Comparison of the Single County Standalone Option to the Dane County Proposal**

The following compares the major expense categories of the standalone option with the Dane County option excluding one-time startup costs:

CATEGORY	STANDALONE	DANE CO.	\$ DIFF
Personnel	\$354,342	\$327,055	-\$27,287
Professional Services	\$171,366	\$232,666	\$61,300
Other/Capital	\$47,968	\$38,068	-\$9,900
Total	\$573,676	\$597,789	\$24,113

The above shows that costs for the Dane County option would be approximately \$24,000 more than the single county standalone option due to contracting with Dane County for management and forensic pathologist oversight services.

### **Stakeholder Presentations**

Meetings were held with law enforcement/Emergency Medical Services/Fire Departments and funeral home representatives to provide an overview of the County's options and gather feedback.

### **Summary/Next Steps**

Subject to review and discussion of the information contained in this paper, it is hoped that:

1. The Public Safety & Justice Committee can provide direction to staff on which option to move forward with,
2. Staff would prepare a resolution for the next Committee meeting (tentatively the late afternoon of September 11, prior to the 6:00 p.m. County Board meeting) to present to the County Board for action.

In the event the County Board approves the resolution, the staff recruitment process can begin such that a 60-day transition period can begin on or about November 1. Please note that the 2014 Coroner budget included funds for a 60 day transition.

**Attachment**

1. Dane County Proposal titled Background and Discussion Document with cost components.

## Rock County Medical Examiner Background and Discussion Document

The Dane County Medical Examiner's Office has been provided and reviewed many documents relating to a possible partnership between the two counties at the Medical Examiner level. The documents included:

- A report done by Mr. Terronez during Rock County's research into the change from Coroner to Medical Examiner. This document is titled *Medical Examiner Report* and is dated 09-30-13;
- A copy of the *2012 Annual Report from the Office of the Rock County Coroner* which was authored by Jenifer Keach, former Coroner, and Louis Smit, the Chief Deputy Coroner of Rock County;
- A budget/financial document from Mr. Terronez which represented the *Budget to Actual figures for the years 2010 thru 2013*;
- Excerpts from *Mercy Hospital Invoices*;
- A copy of the *Rock County Coroner's Criteria for Cases Reportable to the Coroner's Office*;
- A copy of an email from Lou Smit to Mr. Terronez outlining *Employee Scheduling Practices*.

Using the information provided we have been able to study historical caseload data in an effort to predict the commitment required by Dane County if both Rock and Dane Counties entered into a MOU for Medical Examiner Services.

### **Case Load Summary:**

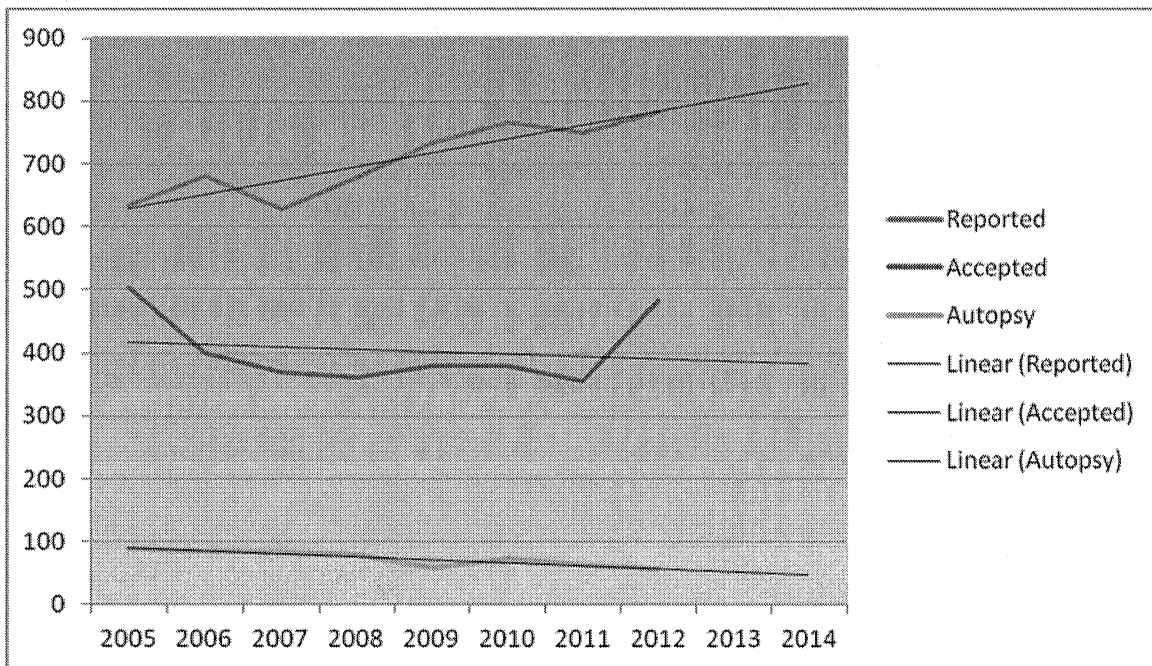
There is an inherent difficulty in accurately determining caseloads between Counties. Each County Coroner or Medical Examiner may have different criteria for accepting jurisdiction. Wisconsin statutes allow the individual Coroner or Medical Examiner to set policy in each County about what is reportable. There are also different types of cases that an individual Coroner or Medical Examiner will be involved with that don't represent death investigations. These types of cases can include things like referral cases to another County, death notifications for outside Counties, and OPO referrals to name a few.

The table below outlines the information provided by Rock County regarding Reportable Deaths, those deaths where the office accepted jurisdiction, and cases autopsied for the years 2005 to 2012. The table demonstrates that the County has seen roughly a 19% increase in the reportable death caseload over the 8 year period, and only a 3.7% increase in cases where jurisdiction has been accepted. While caseload has increased, surprisingly, autopsy numbers have decreased by more than 30% from 2005 to 2012. In 2012 Rock County had autopsies completed on just over 11% of their cases. By comparison, Dane County autopsy rates in 2012 were roughly 21 percent of all cases, excluding cremations and outside county autopsy services.

The table below summarizes the information from the Rock County report for the years 2005 to 2012. There was no data available for 2013 at the time of our meetings.

**Rock County Caseload Information  
2005 - 2012**

YEAR	Reportable Deaths	Accepted Jurisdiction	% Investigated Fully	Total Autopsies	% Autopsied
2005	634	504	79.50%	89	17.66%
2006	680	401	59.00%	85	21.20%
2007	628	369	58.60%	82	22.22%
2008	679	362	53.30%	78	21.55%
2009	733	379	51.70%	58	15.30%
2010	767	380	49.50%	72	18.95%
2011	750	355	47.30%	62	17.46%
2012	783	484	61.80%	56	11.57%



There are 3 general informational areas that should be discussed during the consideration of the regional relationship. Those three major areas are **Management and Oversight** of the actual day to day operations of the office; **Individual Case Review** (every case, every time); and **Autopsy Medicine**. Certainly there will be several topics within these three categories that will require detailed discussions and or negotiation.

**OFFICE MANAGEMENT AND OVERSIGHT:** In the ideal model, Dr. Tranchida would act as the Chief Medical Examiner, and the Dane County Deputy as the Deputy Medical Examiner for Rock County. For the purposes of this discussion document, the term 'Dane County' refers to Dr. Tranchida or his designee. The Dane County Director of Operations would, under the direction of Dr. Tranchida have the ability to guide staff, work to implement policies and procedures, and to mandate the performance of the investigative and support staff. Dr. Tranchida or his designee would make decisions regarding scene investigations completed by Medicolegal Death Investigators in the Medical Examiner's Office, as well as any additional forensic investigation required or recommended for cases in Rock County. These decisions will be based on accepted best practices in the area of forensic death investigation.

This oversight would include building or strengthening relationships with all Rock County Criminal Justice, Public Health, and Funeral Home Partners. The relationship between the Medical Examiner's Office and these partners is of the utmost importance to Dane County and is paramount to the success of the Medical Examiner's Office in Rock County. The cooperation, mutual respect and information exchange between the criminal justice partners is paramount to the successful cause and manner of death investigation, and criminal prosecution in those cases where a criminal act is contributory. It is also important in monitoring trends in public health, and providing respectful and compassionate service to the decedents and their surviving families.

Dane County would work closely with Rock County Administration and the appropriate oversight committees to address any existing or new concerns regarding the function of the Rock County ME's office. Dane County would work to manage the office budget, make budgetary requests in the format prescribed by Rock County and keep the County leaders informed as to the operation and needs of the office. Dane County would work with Rock County Administration to facilitate billing for services and accounts payable as required to operate the Rock County Medical Examiner's Office.

Dane County would help to facilitate training in death investigation, and recommend outside training for investigative staff of the Rock County Medical Examiner's Office. Dane County would work cooperatively with Rock County to determine appropriate staffing levels. In this model, all investigative and support staff in the Rock County Medical Examiner's office would be Rock County Employees.



In addition to the estimates provided in the proposed fee document, Dane County will be available 24/7 to provide guidance and management to the Medical Examiner staff.

### **INDIVIDUAL CASE REVIEW**

Dane County forensic pathologists will provide timely review of each case at or shortly after the origination of the case. This review will continue throughout the course of the individual investigation. Initially, Rock County Investigators will clear each case telephonically, prior to leaving the death scene or releasing the decedent. This format of case review will become less restrictive after each investigator accomplishes an acceptable level of proficiency, to be evaluated by the Chief Medical Examiner or the Deputy Medical Examiner. Once that proficiency is achieved, the process of clearing the most benign cases will be accomplished with timely triage notes to the pathologists and the Director of Operations as soon after the call as is possible.

This triaging policy allows the pathologists the opportunity to review each case in a timely manner and to make a determination if the investigator has made appropriate decision regarding the release of the decedent, required additional follow up, or forensic examination. This triage policy occurs 24 hours a day, 7 days a week.

Dane County would also provide a forensic pathologist response to homicide cases or other cases where a complicated scene examination is appropriate. The need for this response would be determined by the Medical Examiner in consultation with those at the scene.

One of the forensic pathologists would make the final decision regarding the need for additional forensic examination on each case. This decision would be made considering input from other criminal justice partners to be sure that each agencies' needs are met.

Based on past practices, it is likely that Rock County would see an increase in cases that would be autopsied. Best practices in forensic medicine, examination standards, and the disclosed caseload would suggest that Rock County autopsy rates are significantly lower than would be expected. I would estimate that autopsy numbers would be in the area of 85 to 95 autopsy cases per year.

### **AUTOPSY MEDICINE**

Currently, Rock County contracts with Dane County for a portion of their autopsy cases. The Dane County fee of \$1450.00 includes the autopsy, copies of digital photos taken at the autopsy, digital copies of x-rays, the Comprehensive Forensic Toxicology Panel at AIT Labs, and a standard amount of histology for each case. Any specialized testing in the area of toxicology is charged to Rock County over and above the Comprehensive Panel. Similarly, unique histology or specialized histology staining is billed to Rock County over and above the standard autopsy fee. The standard fee also includes x-rays taken of adults and children, but not infants. The Rock County District Attorney currently pays

for expert testimony in criminal cases where one of the pathologists is subpoenaed to testify in criminal matters.

Included in the attached Dane County proposal is sum that represents 85 autopsies. Dane County would include autopsy services, x-ray services done at Dane County (excluding infant cases), expert testimony and transportation services for the decedent from the Rock County Morgue/cooler to the Dane County Morgue for autopsy or forensic examination (1 Round Trip). If an additional trip (delivery back to the Rock County morgue/cooler) is desired, we would have to look at the additional cost associated with that trip.

Dane County would honor the agreement should there be a need for additional autopsies over and above the 85. This would however not include the autopsy costs associated with a mass fatality event.

In this proposal Rock County would be responsible for the fees associated with toxicology testing and histology services. As indicated above, infant death cases require specialized x-ray and interpretation by pediatric radiologists. These costs would be run through the Rock County Office. Rock County would also be responsible for costs associated with any other specialized testing required for Cause and Manner determination.

All autopsies for the Rock County Medical Examiner's Office would be performed by Board Certified Forensic Pathologists employed by Dane County. The decision regarding the need for an autopsy will be made by Dr. Tranchida or his designee, giving consideration to governing statutes which also allow for the District Attorney to order an autopsy as well. The needs of all involved criminal justice partners would be considered when making the decision regarding forensic examination in any case.

Dane County would provide morgue facilities to facilitate Forensic examinations as needed as well as bone and tissue donation in cases where these procedures are pursued. Dane County would provide transportation from the Rock County Morgue to the Dane County facility for bone and tissue donation cases as well.

As indicated above, there are many topics that will need to be discussed beyond those included here.

Rock County Proposal

**Office administration and oversight** \$48,262.88  
Primarily Dane County Director of Operations  
January - June 2015 ~20hrs/WK  
July - December ~ 12hrs/WK

**Forensic Case Review - Every Case - Every Time** \$15,612.00  
Each case reviewed by Forensic Pathologist  
Estimated 500 cases / Year

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**Management - Pathologists** \$12,989.60  
Estimated at 2 hours / WK

**Autopsy Medicine & Transportation Costs \*\***  
Estimated 85 autopsy cases for 2015 \$93,500.00

Total for 2015 - \$170,364.48

\*\* Autopsy costs will include the autopsy and transportation costs from the Rock County Morgue/Cooler to the Dane County facility. (1 round trip) 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.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt		
21-2100-0000-62410	R & M-VEHICLES	P1400555	07/16/2014	BANDT COMMUNICATIONS INC	276.25		
		P1400559	07/18/2014	CARQUEST AUTO PARTS	438.15		
		P1400560	07/23/2014	CITY LOCK AND KEY CO	55.00		
		P1400585	07/29/2014	MENARDS	31.94		
		P1400596	07/24/2014	PERKINS SALES INC	59.90		
		P1400597	07/09/2014	PIONEER RIM AND WHEEL CO	268.28		
		P1402698	07/13/2014	KC TOWING AND ASSET RECOVERY L	150.00		
		P1402701	07/15/2014	HARBOR RECREATION	727.31		
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance		
	139,541.16	64,334.97	72,931.76	2,006.83	267.60		
21-2100-0000-62420	MACH & EQUIP RM	P1402644	07/21/2014	GENERAL COMMUNICATIONS INC	594.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,600.00	1,621.42	0.00	594.00	3,384.58		
21-2100-0000-63100	OFC SUPP & EXP	P1400556	07/18/2014	BATTERIES PLUS INC	54.06		
		P1400585	07/10/2014	MENARDS	7.94		
		P1400601	07/10/2014	ROCK COUNTY SHERIFFS PETTY CAS	15.47		
		P1402478	07/21/2014	HENRICKSEN	232.96		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,980.00	5,012.31	50.00	310.43	4,607.26		
21-2100-0000-63101	POSTAGE	P1400601	07/25/2014	ROCK COUNTY SHERIFFS PETTY CAS	84.82		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			13,260.00	7,341.19	3,062.04	84.82	2,771.95
21-2100-0000-63300	TRAVEL	P1400601	07/14/2014	ROCK COUNTY SHERIFFS PETTY CAS	12.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			1,200.00	976.81	51.18	12.00	160.01
21-2100-0000-63407	COMPUTER SUPPL	P1400555	07/18/2014	BANDT COMMUNICATIONS INC	546.00		
		P1402656	07/21/2014	CDW GOVERNMENT INC	231.25		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			22,491.00	10,086.22	0.00	777.25	11,627.53
21-2100-0000-63904	POLICING/1ST AID	P1400556	07/17/2014	BATTERIES PLUS INC	10.99		
		P1400579	07/14/2014	KENLYN KENNELS INC	45.00		
		P1400601	07/25/2014	ROCK COUNTY SHERIFFS PETTY CAS	29.29		
		P1402700	07/21/2014	REGISTRATION FEE TRUST	69.50		

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,613.00	10,821.13	419.99	154.78	6,217.10
21-2100-0000-64200	TRAINING EXP	P1402696	04/10/2014	CRIME INFORMATION BUREAU	150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	32,000.00	23,285.93	832.27	150.00	7,731.80
21-2100-0000-64205	STAFF EDUC		07/26/2014	ROSSMILLER,DAVID	1,011.83
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,000.00	31,782.15	0.00	1,011.83	5,206.02
21-2100-0000-64904	SUNDRY EXPENSE	P1400585	07/30/2014	MENARDS	135.20
		P1402770	07/18/2014	SIGN A RAMA USA	144.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	708.95	825.00	279.20	8,186.85
21-2100-0000-67160	CA \$500-\$4,999	P1402699	07/07/2014	LOADMASTER TACTICAL	858.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,175.00	12,172.03	0.00	858.40	4,144.57
				<b>SHERIFF PROG TOTAL</b>	<b>6,239.54</b>
21-2140-2013-63904	POLICING/1ST AID	P1402771	08/01/2014	TEAMINTEL	214.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,150.00	3,134.91	0.00	214.00	(198.91)
				<b>HIDTA GRANT PROG TOTAL</b>	<b>214.00</b>
21-2167-0000-64904	SUNDRY EXPENSE	P1400585	07/08/2014	MENARDS	127.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	2,505.77	2,425.01	127.94	(58.72)
				<b>RECAP OPERATIONS PROG TOTAL</b>	<b>127.94</b>
21-2190-0000-67105	MOTOR VEHICLES	P1401519	07/01/2014	BANDT COMMUNICATIONS INC	586.25
		P1402697	06/30/2014	SIGN A RAMA USA	490.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	243,500.00	169,429.88	541.06	1,076.25	72,452.81

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
<b>SHERIFF'S VEHICLES PROG TOTAL</b>					<b>1,076.25</b>
21-2200-0000-62161	HOUSEHOLD SERV				
		P1400585	07/29/2014	MENARDS	82.52
		P1400601	07/10/2014	ROCK COUNTY SHERIFFS PETTY CAS	3.17
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	47,905.00	28,110.31	2,145.00	85.69	17,564.00
21-2200-0000-62420	MACH & EQUIP RM				
		P1400577	07/25/2014	JEFFERSON FIRE AND SAFETY INC	64.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	3,849.49	0.00	64.50	86.01
21-2200-0000-64904	SUNDRY EXPENSE				
		P1400585	07/21/2014	MENARDS	1,067.92
		P1402271	06/16/2014	PEPPERBALL TECHNOLOGIES INC	512.00
		P1402284	07/24/2014	CHIEF SUPPLY CORP	1,026.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	43,698.71	2,558.10	2,606.39	86,136.80
<b>CORRECTIONAL FACILITY PROG TOTAL</b>					<b>2,756.58</b>
21-2560-2014-63100	OFC SUPP & EXP				
		P1402515	07/21/2014	HENRICKSEN	622.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,446.00	544.68	0.00	622.44	3,278.88
<b>LOCAL EMRG PLANNING COMM PROG TOTAL</b>					<b>622.44</b>

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 **\$11,036.75**  
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: **AUG 18 2014**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62420	MACH & EQUIP RM	P1400515	07/29/2014	BRILL,HANK	810.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	27,052.00	15,109.34	222.19	810.00	10,910.47
23-2400-0000-63100	OFC SUPP & EXP	P1402403	06/30/2014	SIGN A RAMA USA	285.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,409.00	5,136.76	45.07	285.00	4,942.17
23-2400-0000-67161	CA \$5,000/MORE	R1403062	08/01/2014	GENERAL COMMUNICATIONS INC	201,933.90
<b>ENC</b>		P1303685	07/28/2014	GENERAL COMMUNICATIONS INC	39,600.00
		P1402788	07/16/2014	LOCAL GOVERNMENT PROPERTY INS	364.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	724,156.00	121,307.15	367,158.28	241,897.90	(6,207.33)
<b>911 PROJECT OPERATIONS PROG TOTAL</b>				<b>242,992.90</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$242,992.90**  
 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: **AUG 18 2014**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_



Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
24-1611-0000-62503	INTERPRETER FEES	P1400769	05/27/2014	GONZALEZ,VICTOR M	40.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	40.00	0.00	40.00	1,420.00
<b>DEF PROSC-DOMESTIC VIOLENCE PROG TOTAL</b>				<b>40.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$40.00**

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: **AUG 18 2014**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62119	OTHER SERVICES				
		P1401753	07/27/2014	TRANS UNION LLC	11.11
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	827,478.00	354,824.61	34,519.00	11.11	438,123.28
34-3850-0000-62126	OFFICER FEES				
		P1400774	07/30/2014	GREGG INVESTIGATIONS INC	65.00
		P1401000	07/28/2014	STATE PROCESS SERVICE INC	72.50
		P1402690	07/22/2014	KANE COUNTY SHERIFFS DEPARTMEI	55.00
		P1402691	07/03/2014	LACLEDE COUNTY SHERIFF'S OFFIC	35.85
		P1402734	07/28/2014	STERN PROCESS AND INVESTIGATIO	55.00
		P1402757	07/28/2014	COLUMBIA COUNTY SHERIFF DEPART	60.00
		P1402758	07/28/2014	O BRIEN AND ASSOCIATES INC	50.00
		P1402803	07/30/2014	SHEBOYGAN COUNTY SHERIFFS DEP	60.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	9,136.68	375.00	453.35	12,634.97
34-3850-0000-62503	INTERPRETER FEES				
		P1400771	07/23/2014	GONZALEZ,VICTOR M	40.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	920.00	0.00	40.00	1,040.00
34-3850-0000-63100	OFC SUPP & EXP				
		P1400777	07/28/2014	WISCONSIN DEPARTMENT OF FINANC	20.00
		P1402427	07/28/2014	STORAGE SYSTEMS MIDWEST INC	65.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,980.00	6,226.79	0.00	85.00	15,668.21
<b>CHILD SUPPORT PROG TOTAL</b>				<b>589.46</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$589.46**

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: **AUG 18 2014**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice  
INITIATED BY



Kathren Sukes, Director  
DRAFTED BY

Public Safety and Justice  
SUBMITTED BY

August 1, 2014  
DATE DRAFTED

**AUTHORIZATION TO PURCHASE  
DIGITAL SIMULCAST EQUIPMENT FOR THE NEW EDGERTON TOWER**

- 1 **WHEREAS**, the 911 Communications Center is responsible for the continuous operation of the public safety
- 2 radio communications infrastructure in Rock County; and,
- 3
- 4 **WHEREAS**, the Communications Center, through its public safety work groups, has identified radio coverage
- 5 deficiencies in the Edgerton and North-Central areas of Rock County; and,
- 6
- 7 **WHEREAS**, a new Communications Tower is being constructed at 95 Artisan Drive in the City of Edgerton to
- 8 address these coverage deficiencies; and,
- 9
- 10 **WHEREAS**, a new digital law simulcast system will be installed at three tower locations (Edgerton, County A,
- 11 Beloit-Mill Street) to improve the radio signal for the County Main frequency; and,
- 12
- 13 **WHEREAS**, an additional fire/EMS simulcast site will be added to the new Edgerton tower to interface with
- 14 two existing simulcast sites (County A and Beloit-Mill Street) to improve the radio signal for the Rock Fire
- 15 Main frequency; and,
- 16
- 17 **WHEREAS**, General Communications, Inc. of Madison, Wisconsin is the sole certified Raytheon equipment
- 18 dealer in Wisconsin as well as the maintenance provider for the Rock County public safety radio system
- 19 infrastructure; and,
- 20
- 21 **WHEREAS**, the total cost for equipment, licensing, configuration, programming, and installation of these
- 22 systems is \$201,933.90; and,
- 23
- 24 **WHEREAS**, the funding to purchase the receiver equipment has been budgeted and is available.
- 25
- 26 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this
- 27 \_\_\_\_\_ day of \_\_\_\_\_, 2014 that a contract be awarded to General Communications, Inc. of
- 28 Madison, Wisconsin, in the amount of \$201,933.90 to purchase digital simulcast equipment to improve radio
- 29 coverage for law, fire and EMS agencies in Edgerton and the North-Central areas of Rock County.

Respectfully submitted,

**Public Safety and Justice Committee**

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

\_\_\_\_\_  
Hank Brill, Vice Chair

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

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

\_\_\_\_\_  
Larry Wiedenfeld

AUTHORIZATION TO PURCHASE DIGITAL SIMULCAST EQUIPMENT FOR THE NEW  
EDGERTON TOWER

Page 2

FISCAL NOTE:

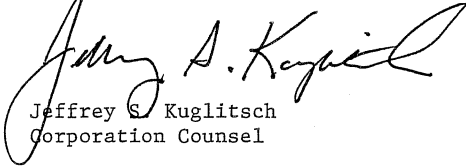
Sufficient funds are available in the Communication Center's capital asset account, 23-2400-0000-67161,  
for the cost of this project.



Sherry Oja  
Finance Director

LEGAL NOTE:

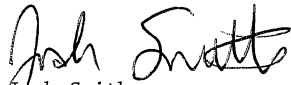
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51,  
Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let  
to the lowest responsible bidder. General Communications, Inc., is the sole source  
provider of Raytheon digital simulcast equipment.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

## EXECUTIVE SUMMARY

The Communications Center is solely responsible for the infrastructure, operation, and maintenance of the public safety digital radio system in Rock County. After the mandated narrow-banding and digital conversion of our main public safety radio frequencies in 2012, it was determined that portable radio coverage for Rock County law enforcement and fire/EMS agencies had been reduced in several areas of the County. The most predominant problem areas included the City of Edgerton, Mallwood Subdivision, and Highway 51 South along the Rock River in the Towns of Rock and Beloit.

While some of these areas experienced scratchy coverage when they were wide-band analog, the combination of narrow-banding and digitalization have caused the signals to be inaudible at times. Narrow-banding reduced the signal strength and the digital transmission reacts differently than analog and no longer becomes scratchy when out of range, it simply drops the transmission (similar to how a digital cell phone works when out of range of a cell tower).

In order to improve portable transmit and receive coverage for these areas, a new communications tower is being constructed in the City of Edgerton. The equipment required to improve the signal strength for law units is a three-site Raytheon digital simulcast system placed at towers in Edgerton, County A/Burdick Rd, and Beloit Mill Street. The quote from General Communications for this system is \$133,047.60.

A similar approach was used several years ago to improve transmit and receive coverage on the main fire repeater for the County and that has worked very well. To improve the northern part of the County, an additional Raytheon digital simulcast site will be added to the existing system at the new Edgerton tower. The quote from General Communications for this additional site is \$68,886.30.

Total cost of both projects is \$201,933.90 to include equipment, licensing fees, installation, programming, and configuration. This project was budgeted and approved for 2014 and there are funds available in the Communications Center budget.

This project was not put out for bid because it is sole source equipment. General Communications is the only certified JPS (Raytheon) service provider in Wisconsin and they hold the maintenance contract for the public safety radio system in Rock County (see attached letter from JPS Communications, Inc.). Approximately 40% of the cost is the licensing fee for the P25 (digital) equipment.

# JPS Communications, Inc.

a subsidiary of Raytheon Company


5800 Departure Drive  
Raleigh NC 27616  
(919) 865 1054  
cell: (919) 413 0816  
arthur.powers@raytheon.com

July 30, 2014

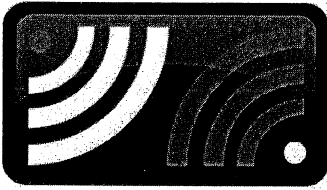
Gary Pelletier  
General Communications Inc.  
5157 Anton Drive  
Madison, Wisconsin 53719

Dear Gary,

This is to confirm that General Communications Inc. is currently the only authorized JPS P25 dealer in the State of Wisconsin.



Arthur Powers  
Vice President – Contracts & Corporate Development



# GENERAL COMMUNICATIONS

*your safety is our business*

August 11, 2014

Rock Co. Communications Center  
 Attn: Kathren Sukus  
 3636 N. County Trunk Hwy F  
 Janesville, WI 53545

RE: Here is a Quote for Adding Edgerton as third site to the Rock County Fire simulcast and making the sheriffs main a three site simulcast at Edgerton, Mill St and County A.

**Adding Fire simulcast to Edgerton**

<u>Qty</u>	<u>Description</u>		
1	Harris Mastr III P25 Base Station and TX-RX Duplexer		
1	JPS P25 Upgrade		
1	19" Rack		
2	1/2" Superflex Jumpers		
1	1/4" Superflex Jumper		
1	Miscellaneous Grounding Cable & Split Bolts		
1	Polyphaser Lightning Protection		
1	FCC License		
1	Installation, Programming and Configuration		
		<b>Sub Total:</b>	<b>\$68,886.30</b>

**Making Sheriff's Main a Three Site Simulcast - Edgerton, Mill St and County A**

<u>Qty</u>	<u>Description</u>	<u>List</u>	<u>List Total</u>
2	Harris Mastr III P25 Base Station and TX-RX Duplexers		
2	JPS P25 Upgrade		
2	19" Rack		
7	Superflex Jumpers		
1	FCC License - Estimate		
1	DB224 Antenna		
2	Ground Kits, 7/8"/ 7/8" Connectors		
250	7/8" Hardline Cable		
1	Cable Hangers and Mounts		
2	Polyphaser Lightning Protection		
1	Installation, Programming and Configuration		
		<b>Sub Total:</b>	<b>\$133,047.60</b>
		<b>Total:</b>	<b>\$201,933.90</b>

If you have any questions please call 608-310-7127 or e-mail [rwestgard@gencomm.com](mailto:rwestgard@gencomm.com)

Sincerely,

Richard Westgard

Service Manager

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

**Sheriff Robert D. Spoden**  
INITIATED BY



**Diane Michaelis**  
DRAFTED BY

**Public Safety and Justice  
Committee**  
SUBMITTED BY

**August 13, 2014**  
DATE DRAFTED

**Amend Sheriff's Budget for Project Lifesaver**

1 **WHEREAS**, Project Lifesaver is a national program that uses state-of-the-art technology employing  
2 wristband transmitters to locate wandering and lost individuals suffering Alzheimer's disease and  
3 related disorders; and,  
4  
5 **WHEREAS**, the Sheriff's Office plans to purchase a PL1-5000 Receiver as part of their Project Lifesaver  
6 tracking equipment; and,  
7  
8 **WHEREAS**, the Council on Aging will provide \$1,392 in funding for the receiver; and,  
9  
10 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
11 this \_\_\_\_\_ day of \_\_\_\_\_, 2014 that the Sheriff's budget for Project Lifesaver be amended  
12 as follows:

<b>Account/ Description</b>	<b>Budget 01/01/14</b>	<b>Increase (Decrease)</b>	<b>Amended Budget</b>
<b><u>Source of Funds</u></b>			
21-2142-0000-44100 Fees	\$0	\$1,392	\$1,392
<b><u>Use of Funds</u></b>			
21-2142-0000-67160 Capital Assets \$500-\$4,999	\$0	\$1,392	\$1,392

Respectfully submitted,

**Public Safety and Justice Committee**

**Finance Committee Endorsement**  
Reviewed and approved on a vote of

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

\_\_\_\_\_

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

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

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

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

\_\_\_\_\_  
Larry Wiedenfeld



FISCAL NOTE:

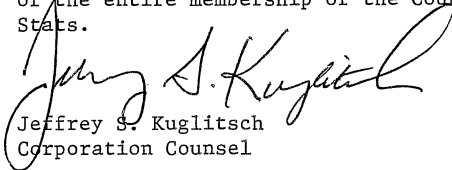
This resolution increases the Project Lifesaver budget to accommodate the purchase of a receiver. The purchase will be funded by a cross-charge to Council on Aging.



Sherry Oja  
Finance Director

LEGAL NOTE:

As an amendment to the adopted 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

**Amend Sheriff's Budget for Project Lifesaver**

Page 2

**Executive Summary**

Project Lifesaver is a national program that aids victims and families suffering Alzheimer's disease and related disorders. Project Lifesaver uses state-of-the-art technology employing wristband transmitters to locate wandering and lost adults or children.

Project Lifesaver has been in place at the Sheriff's Office since 2010. The current budget for 2014 is \$1,000. The current budget is for purchasing wrist bands, replacement batteries, and supplies.

The Sheriff's Office plans to purchase a PL1-5000 Receiver as part of their Project Lifesaver tracking equipment. The cost of the receiver is \$1,392. The Council on Aging will provide the funding for the receiver.

The Sheriff's budget for Project Lifesaver needs to be increased by \$1,392.

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

**August 13, 2014**  
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF EDWARD BYRNE  
MEMORIAL JUSTICE ASSISTANCE GRANT AND AMENDING 2014 BUDGET**

1 **WHEREAS**, the Rock County Sheriff's Office, the Beloit Police Department, and the Janesville Police  
2 Department have been jointly awarded an Edward Byrne Memorial Justice Assistance Grant, by the  
3 Office of Justice Programs, at the Department of Justice, in the amount of \$38,383; and,  
4

5 **WHEREAS**, the three agencies have a written agreement that specifies the distribution of funds (Rock  
6 County Sheriff's Office-\$7,683, Beloit Police Department-\$13,900, Janesville Police Department-  
7 \$16,800); and,  
8

9 **WHEREAS**, the written agreement designates the Rock County Sheriff's Office the fiscal agent; and,  
10

11 **WHEREAS**, the funds will be used in accordance with the grant application to purchase equipment and  
12 to support activities to prevent and control crime; and,  
13

14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly  
15 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2014, does approve and authorize the acceptance of  
16 the Edward Byrne Memorial Justice Assistance Grant; and,  
17

18 **BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors is authorized  
19 to accept all funds on behalf of the County of Rock, the City of Beloit, and the City of Janesville; and,  
20

21 **BE IT FURTHER RESOLVED**, that the Sheriff's Office budget for 2014 be amended as follows:  
22

<b>Account/ Description</b>	<b>Budget 01/01/14</b>	<b>Increase (Decrease)</b>	<b>Amended Budget</b>
<u>Source of Funds</u>			
21-2160-2014-42100 Federal Aid	\$0	\$38,383	\$38,383
<u>Use of Funds</u>			
21-2160-2014-67161 Capital Assets \$5,000/More	\$0	\$7,683	\$7,683
21-2160-2014-69501 Aid to Localities	\$0	\$30,700	\$30,700

**AUTHORIZING ACCEPTANCE OF EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE  
GRANT AND AMENDING 2014 BUDGET**

Page 2

Respectfully submitted,

**Public Safety and Justice Committee**

**Finance Committee Endorsement**

Reviewed and approved on a vote of

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

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

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

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

\_\_\_\_\_  
Larry Wiedenfeld

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

**FISCAL NOTE:**

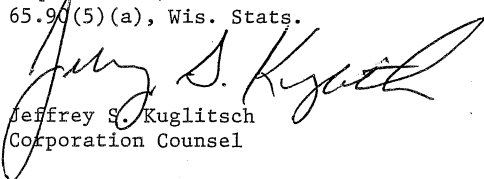
This resolution authorizes the acceptance and expenditure of \$38,383 in Federal Aid through the Edward Byrne Memorial Justice Assistance Grant. No County matching funds are required.



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 2014 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

**AUTHORIZING ACCEPTANCE OF EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT AND AMENDING 2014 BUDGET**

Page 3

**Executive Summary**

The Rock County Sheriff's Office, the Beloit Police Department, and the Janesville Police Department have been jointly awarded an Edward Byrne Memorial Justice Assistance Grant (JAG). The grant is awarded by the Office of Justice Programs at the Department of Justice. The award is in the amount of \$38,383.

The three agencies have a written agreement that specifies the distribution of funds. The Rock County Sheriff's Office will be the fiscal agent. There is no local match.

Rock County Sheriff's Office	\$7,683
Beloit Police Department	\$13,900
Janesville Police Department	<u>\$16,800</u>
Total	\$38,383

The funds will be used in accordance with the grant application to purchase equipment and to support activities to prevent and control crime. The Sheriff's Office intends to purchase an in-car camera system.

The Sheriff's Office budget will be amended to accept the funds.

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5515



## QUOTE SUMMARY

PROJECT NUMBER 2014-50  
PROJECT NAME ROTATING WARNING SIREN  
BID DUE DATE AUGUST 7, 2014 - 12:00 NOON (LOCAL TIME)  
DEPARTMENT EMERGENCY MANAGEMENT - SIREN #19

	FEDERAL SIGNAL UNIVERSITY PARK, IL	AMERICAN SIGNAL MILWAUKEE, WI
MODEL NUMBER	#2001-130	TEMPEST T-128
SIREN	\$ 6,113.57	\$ 6,000.00
AC MOTOR CONTROL	\$ 1,410.71	\$ 1,850.00
POLE MOUNT	INCLUDED	\$ 350.00
SHIPPING CHARGE	\$ 300.00	\$ 275.00
TOTAL COST	\$ 7,824.28	\$ 8,475.00

Invitation to Bid was advertised in the Janesville Gazette and on the Internet.

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: Federal Signal

Sheriff Robert Spahr  
SIGNATURE

08-12-14  
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE