

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**  
**JUDICIARY & PUBLIC SAFETY COMMITTEE**

DATE: JANUARY 28, 2010

TIME: 9:00 A.M.

PLACE: WINNEBAGO COUNTY SHERIFF'S OFFICE  
RICHARD MEYER COMMUNITY RESOURCE ROOM  
4311 JACKSON STREET, OSHKOSH

PRESENT: HARVEY RENGSTORF  
LAWRENCE SMITH  
BILL WINGREN  
TOM ELLIS  
DONALD GRIESBACH

ALSO PRESENT: MICHAEL BROOKS – SHERIFF'S OFFICE  
BILL TEDLIE – SHERIFF'S OFFICE  
MARK HABECK – SHERIFF'S OFFICE  
GREG CIANCIOLO – SHERIFF'S OFFICE  
BARB SPANBAUER – SHERIFF'S OFFICE  
JOHN MATZ – SHERIFF'S OFFICE  
ZACHARY ZUEHLSDORF – SHERIFF'S OFFICE  
DOUG ZELMER – OSHKOSH NORTHWESTERN  
LARRY LAST – PUBLIC/TOWN OF NEKIMI  
DEBRA LAST – PUBLIC/TOWN OF NEKIMI

Chairman Harvey Rengstorf called the meeting to order at 9:00 a.m.

**1. Approve minutes from the January 11, 2010 meeting**

A motion to approve the minutes was made by Bill Wingren, seconded by Lawrence Smith. Motion carried 5-0.

**2. Communications**

The committee received a draft copy of the Jail Study RFP from Sheriff Brooks prior to today's meeting.

Harvey Rengstorf advised that the Clerk of Courts requested that Resolution 34312010 regarding court fees be pulled as the rules have been changed and she could now receive up to \$60,000 a year due to the changes. Prior to this, no money was received.

Harvey Rengstorf advised that he was contacted by a citizen who wanted to speak with the committee in regards to liquor sales at gas stations. Harvey spoke with Corporation Counsel John Bodnar and was advised that the County has no jurisdiction over this matter. Harvey will contact this citizen to advise him of the situation.

**3. Input on agenda items by public**

None.

**4. Resolution for budget transfer – Coroner**

Coroner Busby was not able to attend the meeting. Harvey Rengstorf explained that the budget transfer was in regard to an overage in Regular Pay and Automobile Allowance. The increase in Regular Pay is due to being busier than normal requiring his secretary to work more hours and the coroner needing to use her personal vehicle more. He has money in Autopsies to cover the overages.

A motion to approve the budget transfer from Autopsies to cover the overage in Regular Pay and Automobile Allowance was made by Lawrence Smith, seconded by Tom Ellis. Bill Wingren and Donald Griesbach were opposed as they felt the Coroner should have been present to answer any questions they had. Motion carried 3-2.

**5. Resolution for study of future needs for County Jail**

Mark Habeck, Captain of the Jail Division, explained that this draft RFP was very similar to the format used in the regional jail study that was done earlier.

The RFP is set up to look at the projected inmate population and what type of demographics will increase the population. More than just gross numbers needs to be looked at. Alternatives to incarceration, use of electronic monitoring, Drug Court, the Stop Program, and any new alternatives that may be available in the future in addition to the alternatives already being utilized all need to be considered. In addition, changes in philosophies by new judges, police chiefs, district attorneys, etc also need to be considered. Once the projected population is determined for the next 5-20 years and how alternatives can impact the numbers, then a decision will need to be made as to either remodeling the Work Release Center or adding onto the jail.

Labor costs, operating costs, construction costs, housing inmates at other counties, housing inmates from other counties, transportation costs, fuel costs, and auto repair costs are just a few of the many other issues that are addressed in the RFP. Sheriff Brooks explained that this study needed to include the entire criminal justice system, not just the Sheriff's Office and the jail, as it all has an impact on the jail.

Sheriff Brooks advised that this would not be on the next County Board agenda so a resolution was not needed at this time. His plan is to get the RFP's out, make a selection, and then have whomever is selected come in and talk to the County Board. A resolution will be needed when the selection is made and the cost is known. The committee is in favor of having the study done.

**6. Budget Transfer – transfer \$2,765 from Detective Capital to Training Capital to cover actual cost of SWAT trailer – Sheriff's Office**

While preparing their 2010 budget early in 2009, they budgeted \$21,000 to purchase a SWAT Trailer. The bid that came back through the RFP came in at \$23,765. They had a savings in the cost of the purchase of two detective vehicles that will cover the overage of \$2,765. This is tax levy neutral and does not draw from the General Fund.

A motion to approve the budget transfer of \$2,765 from Detective Capital into Training Capital was made by Donald Griesbach, seconded by Tom Ellis. All in favor, motion carried 5-0.

**7. Budget Transfer for purchase of dual band radio – Sheriff's Office**

Sheriff Brooks explained that Emergency Government received a grant that allows the Sheriff's Office to purchase radios. Due to the different ways that agencies are dealing with the FCC mandate on narrow banding, some are going to different frequency bands. A dual band radio will allow the Sheriff's Office to transmit over several different frequencies which will be needed when transporting inmates to different counties, officers are requested to assist another county with a situation, or an officer traveling through the area has an emergency situation.

He had hoped to purchase more radios but was not able to do so without substantial cost of the Sheriff's Office so he reduced his request to only one radio. The cost of the radio is \$6,994. The grant will cover \$3,500 leaving a difference of \$3,494. They had a savings from the purchase of a patrol squad that will cover the difference. This again is tax levy neutral.

The rules of the grant state that the Sheriff's Office will need to pay the entire amount to purchase the radio. Once that is done, they will submit the invoice to Emergency Government who will then reimburse the Sheriff's Office with the \$3,500 grant money.

A motion to approve the budget transfer of \$6,994 from Patrol Capital was made by Donald Griesbach, seconded by Lawrence Smith. All in favor, motion carried 5-0.

**8. Sheriff's Report**

Sheriff Brooks passed out copies of the revised Huber Coordinator job description as was discussed at the meeting of 01/11/10. With the upcoming retirement of their Huber Coordinator, this position was re-evaluated and made into more of a supervisory position.

Lt. Greg Cianciolo explained that with the economy down, there are a high number of inmates coming into custody that are either unemployed or having a difficult time finding employment. Several businesses in the area that they could count on in hiring some of these inmates in the past are no longer able to do this with the number of people trying to find jobs.

Some of the additional duties added to the job description are:

- Helping inmates fill out resumes and applications
- Help inmates find jobs that are available without relying on family or friends and depending on classified ads that are being done less and less by employers who are now advertising on-line
- Pre-screen inmates to find what their work history and job skills are
- Expand on the community service program they have been using for several years and expand the Sheriff's Office relationship with them. It is important to get these inmates out to the community service organizations so they do learn job skills, learn discipline, and eventually find employment.

Sheriff Brooks further advised that by making this more of a supervisory position, the individual can take away some of the day-to-day duties of the GPS Lieutenant, they can focus on policy and procedure reviews, assist with Internal Investigations and Background Investigations so that they can be done in a timely manner. As a result of this, he will stay within budget, there will be no additional labor costs, it is tax levy neutral and will make the position more effective.

Captain John Matz and Corrections Officer Zachary Zuehlsdorf were present and both had just returned from a tour of duty in Iraq. Captain Matz was stationed at Camp Cropper which is the central location for detainees and ran the operation. He also trained Iraqi correctional officers and assisted the FBI with a fingerprinting project where palm and side fingerprints were obtained from all detainees. They were able to solve some of the unsolved IED bombings and other matters based on the information received from this fingerprinting. His son also just returned home from Iraq and has already returned to the University of Wisconsin – Stevens Point to finish his Bachelors Degree and continue on to law school.

Officer Zuehlsdorf was stationed in Camp Bocca, a detainee facility south of Basra. This was Officer Zuehlsdorf's second tour. He came home from his first tour in March 2006 and was deployed again for his 2<sup>nd</sup> tour March 2009. His first tour placed him in areas of fighting on a daily basis. His second tour was much easier as he was responsible for security operations and escorting detainees and American Soldiers out of Camp Bocca. He saw much more of the country, met more of the people and was not involved in any fighting. He will be leaving the National Guard effective April 28, 2010 after 11 years of service.

THANK YOU AND WELCOME BACK!

**9. Items for next agenda**

- Resolution 113-2009-10
- Budget Transfer – Close out of 2009 budget – Sheriff's Office
- Rejected pay adjustment for Chief Deputy of Clerk of Courts

**10. Future meeting date**

February 8, 2010

**11. Adjournment**

A motion to adjourn was made at 10:15 a.m. by Lawrence Smith, seconded by Donald Griesbach. All in favor, motion carried 5-0.

Respectfully Submitted:

Sandy Schauz  
Winnebago County Sheriff's Office