

**REVISED**

**WINNEBAGO COUNTY BOARD OF SUPERVISORS**  
**JUDICIARY & PUBLIC SAFETY COMMITTEE**  
**In person & via Zoom/Telephone**

DATE: FEBRUARY 14, 2022

TIME: 9:00 A.M.

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

PRESENT: BILL WINGREN  
TOM ELLIS  
PAUL EISEN  
MIKE BRUNN  
VICKI SCHORSE

ALSO PRESENT: JOHN MATZ – SHERIFF'S  
TODD CHRISTOPHERSON – SHERIFF'S  
QIAUNA ROSS – SHERIFF'S  
SUE ERTMER – COUNTY CLERK'S  
CHRISTIAN GOSSETT – DISTRICT ATTORNEY'S  
KELLY KUTZ – DISTRICT ATTORNEY'S  
ERIC RASMUSSEN – EMERGENCY MANAGEMENT  
JIM WISE – COUNTY SUPERVISOR  
MORRIS COX – COUNTY SUPERVISOR  
TOM EGAN – COUNTY SUPERVISOR  
MIKE COLLARD – HUMAN RESOURCES  
JON DOEMEL – COUNTY EXECUTIVE  
MARY ANNE MUELLER – CORPORATION COUNSEL  
DAVID ALBRECHT – COUNTY SUPERVISOR  
CHUCK FARREY – COUNTY SUPERVISOR  
MARIBETH GABERT – COUNTY SUPERVISOR  
DONALD NUSSBAUM – COUNTY SUPERVISOR  
STEVEN BINDER – COUNTY SUPERVISOR  
JOHN RABE – SOLID WASTE  
BRYAN STAFFORD – COUNTY SUPERVISOR  
PAT O'BRIEN – CITIZEN  
JENNIFER KOSER – CITIZEN  
DANIELLE VLACH – CITIZEN  
ERIC VLACH – CITIZEN  
CONLEY HANSON – CITIZEN  
KATIE CAMPBELL – CITIZEN  
JAMES PONZER – CITIZEN  
ED DEMLER - CITIZEN

**1. Call to Order**

Chairman Wingren called the meeting to order at 9:00 a.m. and it was verified that the meeting was properly noticed.

## **2. Consideration of Minutes of December 13, 2021 meeting**

A motion to approve the minutes from December 13, 2021 was made by Mike Brunn, seconded by Vicki Schorse. Carried 5-0.

## **3. Public comments on agenda items**

None

## **4. Communications shared by Committee Members**

Supervisor Eisen discussed an article he saw in the Appleton Post Crescent regarding the Winnebago County Sheriff's Office Accreditation. He also discussed his attendance at the Safe Street Drug Court Graduation on February 3, 2022. The last topic he discussed was the public notice he saw regarding the Winnebago County Sheriff's Office boathouse going out for bid.

Supervisor Schorse discussed being a part of the Operational K9 Medical Team which is a local 501C3 that assists with training K9 handlers on how to perform medical treatment on the K9's during a serious scene situation in order to save the K9's life.

Citizen Ed Demler wanted to speak about his role with the Sheriff's Office with being a head chaplain for the Sheriff's Office for over 30 years. He spoke very highly of the Sheriff's Office and what they are doing within the agency.

## **5. Discussion/Possible Action: Consider new County Board rules and possible County Board committee reorganization administrative proposals due to anticipated large number of new supervisors after the election – Mike Collard**

Chairman Wingren discussed the agenda items and his concerns with the process of the rule changes. He asked for the committee members comments and suggestions on this item.

Supervisor Brunn spoke about the need to change the committee selection process but agreed with waiting until the new board members come on board.

Supervisor Ellis stated he has confidence in the new board members and stated it will be a nice combination of current board members and new board members to help guide the new board members.

Supervisor Eisen said if it's not broken it doesn't need to be fixed. His concern is with the restructuring of the committees but still having the same number of board members. He stated 36 board members is not the most effective and efficient board size and to move things around would not address the shortfall of competition for board seats. Supervisor Eisen stated he supports organization change only following a board size change.

Supervisor Schorse stated she would like to discuss the effectiveness of the committees but there should be more workshops with the Judiciary committee on this topic and then make recommendations to the new board members. She also stated members who are going to be on the board should understand their responsibility to serve on a committee as it is part of the board supervisor's responsibilities.

County Executive Jon Doemel spoke about the current board members helping the new board members learn and understand their responsibilities while serving as a county board supervisor.

Supervisor Binder stated the process works fine as it is now but recommends all new incoming board members find and read as many committee meeting minutes as they can to get up to speed as that will be very helpful when coming on board. He also stated it is hard for a lot of board members to attend committee meetings as some still work full time and the meetings are held during the week during regular business hours. It can be difficult for board members to attend all committee meetings as their jobs may not be flexible with them attending the meetings during regular work hours.

Supervisor Gabert stated she would not like to see committees consolidated as there are important issues and projects being discussed at the present time.

Supervisor Egan stated the current process is working well and those leaving the board will be missed. He stated when he came onto the board, he did some of his own research but would like to give new members the help and assistance they will need when starting in their new position.

Citizen Jennifer Moser agreed that the new board should discuss any new changes but would like to see the veteran board members assist the new board members in their transition.

Citizen Conley Hanson is running for district 26. He came to seek answers and information to his questions. He would like to see some guidance so he could better prepare if he were elected to serve on the board. He says the committee should leave things alone but new members would always be open to new recommendations.

Citizen Eric Vlach is running for district 20. He didn't like the timing of this however some of the items have merit and he would like the new members to be up to date on what the current committee and board members have for the future members.

Citizen Katie Campbell stated she appreciated the discussion. She stated both sides should show respect and come together and move forward together. She said the topics of discussion that should continue are the amount of committees, amount of board members on the committees and how many committees board members can serve on.

Supervisor Stafford stated since he is a newer member to the board, he wished to discuss his concerns. He stated when he joined the board, it was difficult to navigate and to learn as much as you can before joining the board. The board is losing a lot of veteran board members and expertise so it would be helpful to have recommendations on how to move forward. He would like to see the new members set up for success.

Citizen Ed Demler is running for district 19. He would like to see a little bit of a down size but will pull hard from veteran board members leaving to obtain their wealth of knowledge. He stated they should wait until the new board members start to vote on county board related changes.

**6. Consideration (Vote): Resolution – "Authorize the Winnebago County District Attorney's Office to accept a Department of Justice Grant in the amount of \$897,863 and approve the transfer of \$297,214 into various accounts as described in the attached Budget Transfer Form" – District Attorney Christian Gossett**

No discussion.

A motion to approve the acceptance of a Department of Justice Grant for \$897,863 and the transfer of \$297,214 into various accounts was made by Mike Brunn, seconded by Vicki Schorse. Carried 5-0.

**7. Discuss and vote on jail cell renovation allowing for the remodel of 45 cells to reduce the spread of infectious disease amongst inmates, such as COVID-19, Tuberculosis, Influenza, etc. Metal mesh will be replaced with correctional grade polycarbonate plexiglass.**

**Renovation estimate:**

\$398,000.00 Renovation

\$24,000.00 Architect Services

\$422,000.00

\$148,000.00 Minus already approved grant

\$274,000.00

\$20,000.00 Contingency Fund

**\$294,000.00** Requested amount

Sheriff Matz discussed the barrier on the cells to use as isolation from infectious diseases such as COVID-19 or any other outbreaks within the jail. Grant money was already approved for this project.

A motion to approve the 45-jail cell renovation to replace the metal mesh with correctional grade polycarbonate plexiglass was made by Vicki Schorse, seconded by Paul Eisen. Carried 5-0.

**8. Utilize \$4250.00 in unused capital monies from squad car purchase to cover increased cost of crash reconstruction equipment – Sheriff John Matz**

Sheriff Matz discussed the crash reconstruction equipment budgeted for was not available.

Therefore, they had to go to the next step up for new crash reconstruction equipment which meant a higher cost. The new equipment will cut down on reconstruction time which will then help in labor costs.

There is no approval needed for this item, it was just for informational purposes.

**9. Consideration (Vote): Table of Organization change, Budget Transfer and Town of Clayton contract. Increase one patrol deputy to meet request by the Town of Clayton to contract dedicated deputy 40 hours per week. All associated labor and equipment costs to be paid by the Town of Clayton – Sheriff John Matz**

Sheriff Matz explained the Town of Clayton would like to contract a Winnebago County Sheriff's Office Deputy to patrol the Town of Clayton. It would be a 5 ½ year contract at 40 hours per week. Town of Clayton would pay for the labor and equipment but the position would fall onto the Sheriff's Office Table of Organization.

Sheriff Matz explained they are the only township that has requested a deputy contract and the Town of Clayton is a growing area. The benefit to having a deputy in the township is they can address ordinance issues and know there is a specific service that can be addressed by a specific deputy.

A motion to approve the Table of Organization change, Budget Transfer and Town of Clayton contract contingent on Town of Clayton approval was made by Paul Eisen, seconded by Tom Ellis. Carried 5-0.

**10. Consideration (Vote): Acceptance of drone equipment donation to include training of staff facilitated by Badger State Sheriff's Association – Sheriff John Matz**

Sheriff Matz explained the Badger State Sheriff's Association was given an anonymous monetary donation. A list of equipment was made available for Sheriff's Office within the state of Wisconsin from Badger State Sheriff's Association to choose from. The Sheriff's Office chose the drone equipment donation to include training of the staff who would be utilizing the equipment.

A motion to approve the acceptance of drone equipment and training facilitated by the Badger State Sheriff's Association was made by Mike Brunn, seconded by Vicki Schorse. Carried 4-0. Chairman Wingren abstained from the vote.

**11. Consideration (Vote): Proposed accelerated benefits/lateral transfer policy – Sheriff John Matz**

Sheriff Matz stated the lateral transfer is a benefit being used by other agencies. It allows the Sheriff's Office to draw applicants and address the staffing issues at hand. The lateral transfer will help attract and retain employees.

Supervisor Eisen stated he supports the lateral transfer and it is a tool needed in order to be competitive.

A motion to approve the proposed accelerated benefits/lateral transfer policy was made by Paul Eisen, seconded by Vicki Schorse. Carried 5-0.

**12. Consideration (Vote): Public Safety Dispatcher paid holiday benefits adjustment – Sheriff John Matz**

Sheriff Matz explained that the dispatchers work a 4/2 schedule, the same as the Booking Associates. The paid holiday benefits lapsed with Act 10 and it fell by the wayside.

A motion to approve the paid holiday benefits adjustment for public safety dispatchers was made by Vicki Schorse, seconded by Tom Ellis. Carried 5-0.

**13. Discuss Capital Improvement Projects 5-year plan – Sheriff John Matz**

Sheriff Matz went over the capital improvement projects that are coming up within the next 5 years. The Jail Intercom System, Dispatch Consoles and in 2023-2025 there will be the radio replacement project.

**14. Consideration (Vote): Reducing the handling charge for inmate money deposits to \$2 per transaction. See attachment for current and projected costs – Sheriff John Matz**

Sheriff Matz explained that a goal for 2022 was to look at inmate charges. Family members put money into the inmates account for them to use towards phone minutes or ordering canteen items. The Sheriff's Office would like to lower that to a \$2 charge.

A motion to approve the reduction in the handling charge for inmate money deposits to \$2 per transaction was approved by Tom Ellis, seconded by Vicki Schorse. Carried 5-0.

**15. Sheriff's Report**

Sheriff Matz reviewed the jail inspection. He stated the jail has not been painted since being built so that went out for bid.

Sheriff Matz indicated the Sheriff's Office just went through the accreditation process and received a re-accreditation award.

Sheriff Matz reviewed the Use of Force report.

Sheriff Matz discussed the latest COVID outbreak within the jail. During this time, the 2021 Annual Report was handed out to those in attendance with all of the numbers related to the outbreak as well as all of the other statistics from 2021.

Sheriff Matz gave a 980-offender update in relation to the newest released offender.

Sheriff Matz stated the jail count was at 218.

Sheriff Matz introduced our new Accountant at the Sheriff's Office, Qiauna Ross.

**16. Suggested items for next agenda**

**17. Next Meeting Date: Monday, March 14, 2022**

**11. Adjourn**

A motion to adjourn was made at 10:40 am by Mike Brunn, seconded by Tom Ellis. Carried 5-0.

Respectfully Submitted:

Kimberly Delcore  
Winnebago County Sheriff's Office