

EMS/Judicial Committee
Service Center Room 248.1
Wednesday February 8, 2012
8:30 a.m.

- 1. Meeting called to order at 8:30 a.m.** by Chairman Lee
Members Present – Lee, Krueger, Giese, Mittelsteadt and Caylor
Visitors Present – Leydet, Byer, and Duchac
- 2. Approval of Minutes** – Motion/Second (M/S) Krueger/Giese to approve minutes of December 14, 2012 as provided in packet. – all voting aye.
- 3. Day Reporting Program** – Byer presented the judges request to retain the day reporting program. Recently the Sheriff has discontinued the program citing that it is a court program and does not belong in the Sheriff Office budget. Leydet informed the committee of the following issues: 1. The County currently does not have a contract for the day reporting program and 2. the budget amount that is available from the Sheriff budget is only \$15,000. A lengthy discussion followed concerning the above issues as well as the department that will be responsible for the program. M/S Mittelsteadt/Giese to move the \$15,000 of budget into the Circuit Court budget and continue the day reporting program as it is currently being provided for 90 days or \$14,000 whichever comes first. Additionally, Byer will contact current provider to discuss invoicing and the current program, and the EMS/Judicial Committee will prepare an RFP for the day reporting program. – all voting aye.
- 4. Tomahawk Report** – Duchac informed the Committee that the Tomahawk division came in under budget by \$65,101 for 2011. The Committee thanked Duchac and his staff for their work and commended them for coming in under budget. Duchac also presented the January report showing Tomahawk under budget by \$983. Fuel prices and pharmaceuticals will be a big concern in 2012. M/S Lee/Mittelsteadt to place reports on file and direct Leydet to write a letter to Duchac and his staff showing the Committee's appreciation – all voting aye.
- 5. Merrill Report** – Written reports were provided in the packet and Leydet handed out the January report. In 2011 Merrill came in under budget by \$1,558.30. January run activity reports were reviewed. M/S Lee/Giese to place on file – All voting aye.
- 6. Clerk's Monthly Charge Report, including Write Offs and Collections** – Leydet presented reports to the Committee. Total runs were 217 higher and last year. The increased runs along with increased fees during 2011 will result in the fund showing an excess of around \$150,000 for 2011. The final numbers for 2011 will be known in March. Write offs in the amount of \$18,688.53 were shown to the Committee. Over \$17,000 were due to collections. M/S Giese/Krueger to approve write offs and place reports on file. All voting aye.
- 7. Review Year-to-Date Budget Reports** – Leydet presented December and January year-to-date budget reports. Leydet noted that Circuit Court and DA will be over budget in

2011. Contingency fund requests will be presented next month. Reports placed on file.

8. Set Next Meeting Date – March 14, 2012

9. Adjourn – M/S Krueger/Mittelsteadt to adjourn at 10:00 a.m. – all voting aye.

Minutes prepared by,

Dan Leydet

Finance Director