

**EMS/Judicial Committee**  
**Service Center Room 248**  
**Wednesday February 12, 2014**  
**8:30 a.m.**

- 1. Meeting called to order at 8:30 a.m.** by Chairman Lee  
**Members Present** – Giese, Loka, Zeitz, Caylor, and Lee  
**Visitors Present** – Leydet, Scholz, Drury, Byer, Jankowsky, Dunphy, Tlusty, and Baugha
- 2. Approval of Minutes** – Motion/Second (M/S) Loka/Zeitz to approve minutes of January 8, 2014 correcting the year to 2014 – All voting aye.
- 3. District Attorney 2013 YTD Budget** – Dunphy explained the many personnel changes in his department. The DA budget will need \$19,641 in contingency funds (over ten percent) primarily due to a new employee taking family coverage that was not budgeted. M/S Loka/Giese to forward contingency fund request to Finance and Insurance Committee and then on to County Board – all voting aye.
- 4. Tomahawk Report** - The Tomahawk report was included in the packet. The report showed expenses of \$56,632 for the month of January. A total of fifty-nine runs were reported with gross billings of \$45,548.30. 7.89% of the 2014 budget has been spent. Report was placed on file.
- 9 Family Court Commissioner 2013 Carryover Request** – Item number 9 was moved up on the agenda. Judge Tlusty requested \$1,569 to be carried over from the 2013 Family Court Commissioner budget. Tlusty stated that would be three days of commissioner time. Leydet cautioned that Committee that the carryover request would blend budget years and violate budget policy that the County has been following. Discussion followed. The Committee informed Tlusty that if three additional days were needed in 2014 a contingency fund request in 2014 would be the appropriate funding mechanism. The judge will keep the Committee informed.
- 5 Merrill Report** – Written reports were included in the packet. Captain Drury summarized the detailed reports for the Committee and reported that Merrill was \$20,000 under budget in 2013. The department had one hundred and twenty-seven patient contacts with a gross billing of \$92,035.20. Expenditures for January were \$99,039.07. Report was placed on file.
- 6 Monthly Charge Report, Write-offs, and Collections** – Leydet reported 149 billed runs for the month of January. The receivable balance is \$608,974.01 at the end of January with a current aging report. No write-offs were recommended. The report was placed on file.
- 7 Review Year-to-Date Budget Reports** –Leydet reported no concerns regarding the January YTD budget report. Report was placed on file.
- 8 Circuit Court 2013 Budget Modification** – Byer presented the line item adjustments for the Circuit Court Budget. Discussion followed. M/S Zeitz/Caylor to approve the budget modification as presented – all voting aye.
- 10 2013 Circuit Court Annual Report** – Byer presented her annual report. Discussion followed concerning the trends in court filings. Report was placed on file.

**11 Closed Session**

**Convene into Closed Session Pursuant to Sec. 19.85(1)(c) Wis. Stat. for Considering Employment, Promotion, Compensation, or Performance Evaluation Data of Any Public Employee**

**A. Performance Evaluation of Register in Probate/Clerk of Juvenile Court – M/S Caylor/Zeitz to convene into closed session – all voting aye by roll call vote.**

**12 Open Session: Take Any Necessary Action on Items Discussed in Closed Session – M/S**

Caylor/Loka to reconvene into open session and give Byer a favorable evaluation and thank you for the hard work Byer does for the County – all voting aye.

**13 Set Next Meeting Date – March 12, 2014 and April 9, 2014 both at 8:30 a.m.**

**14 Adjourn – M/S Lee/Giese to adjourn at 9:13 a.m. – all voting aye.**

**Minutes prepared by,**

**Dan Leydet  
Finance Director**