

EMS/Judicial Committee
Service Center Room 248
Wednesday November 13, 2013
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, Duchac, Bergstrom, Tlusty, and Savone
2. **Approval of Minutes** – Motion/Second (M/S) Giese/Caylor to approve minutes of October 9, 2013. Zeitz pointed out changes on the distribution list on the agenda. Items were noted and will be addressed on next month's agenda. – All voting aye.
3. **2014 Family Court Commissioner Contract** –Bergstrom presented the contract to the Committee. The only change that was noted was that the contract was annualized (current contract only covers a portion of 2013). M/S Caylor Loka to approve 2014 Family Court Commissioner Contract as presented – all voting aye.
4. **Circuit Court Carryover Request for OWI Court Start-up Costs** – Tlusty requested the carryover of \$14,244 for start-up costs for an OWI Court. This amount was carried over into 2013. Tlusty reported no fiscal activity in 2013 but anticipated fiscal activity in 2014. Leydet recommended that the Committee place a timeline on the use of these funds and cautioned the Committee about starting a program without an ongoing funding source. Discussion followed. M/S Zeitz/Loka to forward the carryover of \$14,244 for OWI Court start-up costs with the understanding that the Committee must be notified prior to incurring costs to the Finance and Insurance Committee – all voting aye.
5. **Tower Lease Agreement** – Lee recused himself due to a conflict of interest and turned the meeting over to vice-chair Caylor. Leydet handed out the contract for the tower lease. Leydet noted that some language will need to be worked out, and the contract was reviewed by the Sheriff's Office consultant and Corporation Counsel. Discussion followed. M/S Loka/Giese to approve the contract pending the language changes – vote passed by voice vote. Vice-chair Caylor turned the meeting back over to Chairman Lee.
6. **Tomahawk Report** - The Tomahawk report was provided to the Committee. The report showed expenses of \$51,421 for the month of October. A total of sixty-three runs were reported with gross billings of \$42,779.90. 79.02% of the 2013 budget has been spent (under budget). M/S Lee/Zeitz to place on file – all voting aye.
7. **Merrill Report** – Written reports were provided to the Committee. Chief Savone summarized the detailed reports for the Committee. The department had one hundred and twenty-nine patient contacts with a gross billing of \$95,414.20. Expenditures totaled \$70,070.57 for the month of October which is at 76.59% of budget (under budget). M/S Caylor/Loka to place on file – All voting aye.
8. **Monthly Charge Report, Write-offs, and Collections** – Leydet reported 158 runs for the month of October. The County is running one hundred and eight runs higher than in 2012. The receivable balance is \$564,468.78 at the end of October. Write-offs in the

amount of \$9,826.25 will need to be made. M/S Zeitz/Giese to place reports on file and approve write-offs – all voting aye.

9. Review Year-to-Date Budget Reports –Leydet had no new budget issues to report this month. M/S Loka/Lee to place reports on file – all voting aye.

10. Set Next Meeting Date – December 11, 2013 at 8:30 a.m.

11. Adjourn – M/S Caylor/Loka to adjourn at 9:21 a.m. – all voting aye.

Minutes prepared by,

Dan Leydet

Finance Director