

LINCOLN COUNTY
Public Safety Committee
Wednesday, January 10, 2024 at 4:00 p.m.
Meeting Location: Board Chambers, Room 257
Lincoln County Service Center, 801 N Sales Street, Merrill, WI 54452

MINUTES

1. Chair Boyd called the meeting to order at 4:00 pm with these additional supervisors in attendance: Friske, Meunier, Miller, and Thiel, (5) Department heads in attendance were Sheriff Schneider, Tyler Iverson, Tyler Verhasselt, Tom Barker, Becky Byer, Samantha Fenske, Valerie Caylor, and attending virtually Chief Klug. Excused: Steve Osness
2. Next Meeting Date and Time Wednesday, February 14, 2024
3. M/S Thiel/Miller to approve the minutes of the December 13, 2023 meeting. M/S Thiel/Miller motion to amend the December 13, 2023 minutes under Emergency Medical Services, item f, interest rate to be changed from 0.49% to 4.9%. All ayes. Original motion to approve passed by voice. All ayes.
4. Public Comment – none
5. **Emergency Management**
 - a. Year-to-date Budget Report – Verhasselt reported everything is on track as expected. Report reviewed and placed on file.
 - b. Travel & Expense Report - none.
Updates on Emergency Management Plans and Programs. Verhasselt indicated he is working on reports for the grant close outs for 2023 and starting on 2024. Second Occupational Safety and Risk Management workgroup took place and the majority of department heads attended. Minutes/report will be provided. Verhasselt indicated that County Board Members are more than welcome to attend the upcoming Lincoln County Occupational Safety & Risk Management symposium, however this is not required.
6. **Coroner**
 - a. Coroner’s Report – Caylor reported 2023 was a busy year with 352 reported deaths and three autopsies. For December, 27 reported deaths, 11 formal death investigations. Travel kept to a minimum by using the county van.
 - b. Year-to-date Budget Report – Caylor has no concerns with the coroner budget. Her YTD Budget Report was placed on file.
 - c. Travel & Expense Report – M/S Thiel/Meunier to approve Caylor’s December expense report. All ayes.
7. **Judicial**
 - a. District Attorney and Victim Witness
 - i. Year-to-date Budget Report – Report reviewed and placed on file.
 - ii. Active Cases and Breakdown Report – none, will be reviewed quarterly.
 - b. Clerk of Courts and Family Court – Thomas Barker
 - i. Year-to-date Budget Report – Barker explained that Guardian Ad Litem and public defenders (indigent attorneys) are still concerns. There is a shortage in public defenders. Attorneys have to be appointed and paid up front by the county. Defendants are billed for 100% of attorney expenses (\$100 monthly payment plan). To date, no defendants have petitioned the court to waive/purge this expense. His report was placed on file.
 - ii. Travel and Expense Report - none
 - c. Register in Probate and Circuit Court – Becky Beyer
 - i. Year-to-date Budget Report – Byer reported no new changes. Will go over budget due to Guardian Ad Litem and attorney fees. Medical bills for mental commitment examinations were higher this year for some guardianship cases. The majority of examinations are done locally, however this is based on placement and physician availability. Report placed on file.
 - ii. Approval of Time Sheets – M/S Thiel/Miller to approve Beyer’s December time sheets, all ayes.

8. Sheriff's Office

a. Statistical Reports

- i. Case Summary Report – placed on file.
- ii. Expense Budget, Revenue Budget (Year-to-date Report) – Iverson indicated anticipated shortage of \$163,000 for outside revenue. Marathon and ES Sanctions billed out for December, reimbursement pending. Insurance claim reimbursements pending. Report placed on file.
- iii. Recreational Officer Activity Report – reviewed and placed on file.
- iv. 9-1-1 Supervisor's Report – Reports now presented in excel format. Trends are more visible. Reviewed and placed on file.
- v. Jail Census Report – Staffing concerns discussed. Two retiring, two leaving for family reasons. Two/three of the four are female. This will leave 14 employees remaining with ongoing challenges with recruitment due to wage competition with Marathon and Lincoln Hills. Report placed on file.

9. Emergency Medical Services

- a. Tomahawk Report – Report not available. Will present at next meeting.
- b. Merrill Report– Chief Klug was available for questions on his report. Placed on file. Merrill Fire Department Strategic Plan meeting scheduled for tonight at 6:00pm at the Merrill Fire Station.
- c. Monthly Charge Report, Write-offs, and Collections – Samantha Fenske reported that the requested write-offs for the month are \$10,223.44. Payment of \$200.00 payment received. New write-off total is \$10,023.44. M/S Thiel/Meunier to approve write-offs of \$10,023.44. All ayes.
- d. Year-to-Date Budget Report – Samantha Fenske presented the year-to-date budget with the committee. She reported budget is on track. Report was placed on file.
- e. Changes to EMS Biller Schedule – Samantha reported in 2018 the biller, while still under Pine Crest, was working 39.25 hours. When position was transferred to the Service Center, hours were decreased to 36.50 per week to fit budget. Staff turnover, printing documentation for providers who have gone paperless and implementation of a Medicare research project have contributed to the biller falling behind. (A couple of claims in October and claims in November and December). Requesting approval to increase hours to 40 hours per week, temporarily or permanently. Increase in revenues would cover the cost. Fiscal Impact: Annual basis under \$5000/Payroll basis \$186. M/S Miller/Meunier to approve increasing biller's hours to 40 hours per week on a temporary basis (6 months). All ayes.

10. Adjourned at 4:53 PM.

Minutes drafted by Deputy County Clerk Heather Hurley

DISTRIBUTION:

Committee Members: Jesse Boyd – Chair, Steve Osness, Jr., Laurie Thiel, James Meunier, Dana Miller, and Don Friske

Administrative Coordinator, Other County Board Supervisors, Department Heads, Family Court Commissioner – Wachsmuth, Judge Bayne-Allison – Branch 1, Judge Russell – Branch 2, Merrill Fire Chief Klug, Kelly Thomsen – Victim Witness, Scott Langa – Tomahawk EMS