



PORTAGE COUNTY

MEETING MINUTES

JUDICIAL/GENERAL GOVERNMENT COMMITTEE

PORTAGE COUNTY COURTHOUSE
COUNTY BOARD ROOM
1516 CHURCH ST.
STEVENS POINT, WI 54481

Monday, January 23, 2023

5:30 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-312-626-6799 , after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 972 4276 8370

To attend this meeting by video: <https://wicourts.zoom.us/j/97242768370>

CALL TO ORDER

The Judicial/General Government Committee meeting was called to order at 05:30 PM

Members Present In-Person: Matt Jacowski, Lionel Weaver, Pat Keller, Andrew Rockman, Suzanne Oehlke

Staff Attending: Justice Programs Director Starr, District Attorney Cousins, Veteran Service Director Clements, Register of Deeds Wisinski, Clerk of Courts Roth

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

A motion was made by Suzanne Oehlke, seconded by Pat Keller, to approve the October 24,2022 minutes. Motion to approve carried by voice vote, with no negative votes.

REPORTS

2. Vendor Invoice Lists

Supervisor Keller ask questions to Veterans Services Director Clements on a vendor invoice item.

DISCUSSION/POSSIBLE ACTION

3. Discussion/Possible Action Re: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

none

4. Justice Programs

a. Office and Budget Update

Justice Programs Department Update – Andrea Starr, Director reported:

In 2022, Justice Programs expended 100% of its allotted budget.

- 2023 Treatment Court states follows:
 - 9 active participants
 - 1 inactive participant (AWOL)
 - 3 pending
 - 3 under review

2022 Treatment Court states:

- 4 graduations
- 7 terminations

- The TAD end of year report is due January 31, 2023.

- Peer Support Specialist additional grant funding was approved for a less than part time position. In the process of looking for that position through a contracted provider.

- Treatment Court Oversight Committee will be held on February 7, 2023.

- Met with Judge Zell and Clerk of Courts to educate them on the Day Report, Pretrial Supervision Program, Post Trial Supervision Program, and Treatment Court. Will be meeting with Judge Molepske January 30th, the Public Defender's office on February 3rd, and the local Bar Association on February 24th.

- OWI 2nd workgroup has concluded and recommendations from that workgroup will be presented to the Justice Coalition Executive Committee in March and then the Justice Coalition in April.

- Working on finalizing all contracts for Treatment Court, all pretrial services, and Portage House.

- The Justice Programs Director was asked to speak regarding Portage County Justice Programs to Leadership Portage County and two social work 101 classes at UW-Stevens Point.

- Office Update on 2023 contract less than \$25,000: Compassion Counseling for \$18,200
 - b. Office Update on 2023 contracts less than \$25,000 with Compassion Counseling (Treatment Court)

- Office Update on 2023 contract less than \$25,000: Compassion Counseling for \$18,200

- 5. District Attorney
 - a. Office and Budget Update
 - New major cases.
 - Trial update
 - 2023 Goals
 - New ADA Hiring
 - New Asst. Diversion Coordinator Hiring
 - Office Manager Position Reclassification

District Attorney's Office Update Cass Cousins, Portage County District Attorney reported:

- Budget – DA's Office ended the year on budget. No major future expenditures, but will be making purchases related to software and data management upgrades.
- Major Case Updates – Several new major cases since the last meeting.

- In November of 2022, the DA's Office filed First Degree Sexual Assault charges against Emmanuel Gonzalez for an incident in which the defendant is alleged to have entered a stranger's house on the north side of Stevens Point and sexual assaulted an eight-year-old girl
- In December of 2022, the DA's Office filed a charge of First Degree Intentional Homicide charge against Miles Bradley for an incident in which he is alleged to have shot and killed his girlfriend's father in a premeditated and unprovoked fashion.
- In December of 2022, the DA's Office file charges including two counts of Attempted First Degree Intentional Homicide against Elier Bravo. He is also charged with two counts of Mayhem, two counts of Aggravated Battery, and a single count of Burglary. They originate out of an incident in which the defendant allegedly unlawfully entered his neighbor's residence and repeatedly stabbed his neighbor and her eight years old daughter. Both suffered extremely serious and life threatening injuries.
- 2023 Goals for the DA's Office include revamping our process for obtaining, organizing, and providing discovery, and expanding our pretrial diversion program.
- The DA's Office hired in January a new ADA Danuta Kurczewski. Danuta comes to us from the Waupaca County DA's Office where she served for approximately 7 years. Before that she worked in the Wood County DA's Office and in Milwaukee County Children's Court. She brings a tremendous amount of experience, good judgment, and expertise to the DA's Office team.
- The DA's Office is in the process of hiring a 0.6 Assistant Diversion Coordinator. We received applications from a number of qualified applicants. Interviews will take place in February.
- The County has approved the Office Manager reclassification for Paige Redmann. This reclassification changes her position description to more accurately reflect the job duties she was performing and will be of great benefit to the daily functions of the DA's Office. We are very thankful to the County Executive and the Board for approving this reclassification.

6. Veterans Services
a. Office and Budget Update

Director Clements provided a report as provided in the agenda packet.

7. Register of Deeds
a. Office and Budget Update
b. Discussion regarding Program Assessments

Register of Deeds Wisinski reported that 2022 budget ended well with little happening at this point for the 2023 budget. There were about 1/3 less documents recorded in 2022 compared to 2021. Because of the change in how we record documents, we should see a savings in equipment, supplies and mailings. Office staff is busy with day-to-day duties along with meetings and vacations. Wisinski was asked by Department of Revenue to help re-write Chapter 7 of the Wisconsin Property Assessment Manual. Meetings regarding this are held virtually once a month. 2023 assessment rolls have been sent to the assessors for their review and to begin their assessment process.

Wisinski provided copies of the Register of Deeds/Land Description Department Program Assessment that was submitted to Finance. She broke the office into five categories: Recordings, Vitals, Property Maintenance, Assessments and Administrative. Questions were entertained and answered.

8. Clerk of Courts
a. Office and Budget Update

Budget Update:

Current budget status:

2022 Expenses are currently at 97.6% and expected to increase with year-end requisitions

2023 Expenses = 2.2%

Department Update:

Clerk Roth informed the committee that the family court commissioner has tendered her resignation with the county effective March 31, 2023. It is expected that the position will be posted for recruitment this week.

As of tomorrow, Clerk of Courts office we will be fully staffed the first time since September, 2022. We incurred some difficulty with the most recent deputy recruitment which caused unexpected delays. Ashley Magnuson will start with the office tomorrow. Ashley is a graduate with an Associate's Degree in Criminal Justice. She is continuing her schooling while employed full-time working towards a Bachelor's Degree.

All three judges have full calendars and our office is extremely busy. Passport applications have picked up with spring break travel right around the corner.

We are feeling the effects of the back log build up of jury trials from COVID. This month, January, is the most juries we have brought

in since pre-COVID. We have had four so far this month with two more on the calendar.

At the last meeting Roth informed the committee of the transfer of the Law Library over to the Public Library location. The electronic WestLaw access had been transferred initially and was followed by the entire book collection. All was successfully accomplished and Roth appreciated the library making room for these resources that were not useful and readily available in the previous location.

County Clerk, Maria Davis has expressed an interest in taking over passport services in possibly 2024. Information will be shared with the clerk and updates will be forthcoming.

In February, the Supreme Court holds state training for court clerks. The district chief judge requires clerks attendance at this annual event which commences February 15th where Roth will be in attendance.

Finally, staff from the District Attorney's and Clerk of Courts office met in December to discuss and improve workflow and case processing.

CORRESPONDENCE

none

NEXT MEETING DATE

Tentative for 5:30 p.m. on 2/27/2023

ADJOURNMENT

Meeting was adjourned by the call of Chair Weaver at 06:21 PM

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.