



PORTAGE COUNTY

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

MEETING MINUTES

JUDICIAL/GENERAL GOVERNMENT COMMITTEE

Tuesday, April 27, 2021

4:45 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 657 888 825, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to jentzl@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

The Judicial/General Government Committee meeting was called to order at 4:45p.m.

Members Present: Vinnie Miresse, Dennis Raabe, Stan Potocki, Matt Jacowski, Dave Medin

Attending In-Person: Dennis Raabe, Stan Potocki, Matt Jacowski, Dave Medin

Attending Online: Vinnie Miresse

Staff Attending: Corporation Counsel Ray, Clerk of Courts Roth, Justice Programs Director Behnke, Veteran Services Director Clements, County Clerk Filen

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. February 23, 2021 Minutes

A motion was made by Dennis Raabe, seconded by Stan Potocki, to Approve the February 23rd , 2021 minutes. Motion to Approve passed by voice vote, with no negative votes.

REPORTS

2. Vendor Invoice Lists

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

4. Corporation Counsel

a. Office and Budget update

Corporation Counsel Ray provided the following report:

Department budget is approximately 27% expended as of 4.26.21;
A new Legal Associate, Jami Strnad, started with our department several weeks ago. She transferred from the Sheriff's Office and has prior experience working as a legal assistant in local law offices. Jami will work primarily with attorney Brianna Sweeney;
Our office has a lot of real estate transactions involving parcels of land that the county owns. Some transactions have approved purchase agreements and are headed to closing. At least one of the transactions is at the negotiations stage with the buyer. The parcels involved are located in the Portage County Business Park and at the former H2O development in the Village of Plover;
Private On Site Septic System cases are nearly completed for this year;
Participated on county team that recently viewed tax deed properties for recommendation to Finance Committee as to which properties the county should take title to via a tax deed; and
Mental health commitments, emergency detentions, child support enforcement, and CHIPS/TPR cases continue as they arise.

5. District Attorney

a. Office and Budget Update

No one was present to provide an update from the District Attorney's Office.

6. Clerk of Courts

a. Office and Budget Update

Clerk of Courts Roth provided the following report:

Budget Update:
Current budget status:
Expenses = 25.8%
Revenues = 12.5% (Will see a jump when court funding, state and federal grants are received in July and January.)

Department Update:
Recent vacancy Fiscal Deputy Clerk, conducting 2nd interviews this week. We are very pleased with the quality of applicants in this recruitment.
Working on paneling 125 Portage County citizens to serve as jurors as we are reconvening jury trials. As of now, we have six trials on the docket for June 15th where one of those will potentially go to trial. Logistical plans are not finalized however, we may use two courtrooms. Currently have one week scheduled in each of the next five months for these trials. We focused on judge vacation time for use of extra courtroom space in setting dates.

7. Justice Programs

a. Office and Budget update

Justice Programs Director Behnke provided the following report:

Since April 27, 2021, Justice Programs has expended 30% of its allotted budget.

Pretrial Programming:

The necessary changes have been made to the JusticePoint contract that may meet the requirements for NCIC access.

DOJ was sent all the paperwork approximately one month ago to send to the FBI.

Andrea is putting together an approximate budget on what would be needed to increase services to follow evidence-based practices for pretrial.

Attended a training on how to develop a pretrial release matrix and will "team up" with The Difference Principle to assist in developing a matrix for Portage County.

Meeting with two professors at UW-Stevens Point to audit our previous and current pretrial programming to determine if we have improved court appearances and reduced new pretrial charges. Additionally, the professors are educating themselves on how to audit the release matrix to determine its fidelity in Portage County.

TAD grant Quarter 1 report was completed.

Policy development for Treatment Court:

- Termination Hearing Policy
- Administrative Discharge Policy
- Conditional Jail Policy

Treatment Court has 9 active participants and 2 pending referrals.

One is in a four-month treatment program out of town, one is going to residential this week, one is on the waitlist for residential treatment, and one is AWOL.

This is some of the most severely addicted participants we have had in our three years of Treatment Court. They are testing positive for multiple drugs in one drug test.

Will be putting together a proposal to contract out for a part time peer support specialist.

Treatment Court Handbook is being revamped.

Two graduations and two terminations have taken place in 2021.

8. Veterans Services

a. Office and Budget update

Veteran Services Director Clements provided the following report:

Office Update:

The office is open and staffed during normal business hours M-F.

During the week of 04/12/2021, a Wisconsin Department of Veterans Affairs (WDVA) County Veterans Services Grant in the amount of \$11,500 was received by the County Executive and deposited with the Treasurer.

Budget Report

As of 04/19/2021, Veterans Service Department has expended 27.3% of its allotted budget for 2021. The budget is on-track as forecast.

9. County Clerk

a. Office and Budget Update

County Clerk Filen provided the following report:

Budget Update:

Current budget status: Overall on track for the year.

Elections operating budget is at 88% - municipalities and school districts to be invoiced for ballot costs so expenses will go down.

Marriage license revenue is at 13.5% - appointments for marriage licenses are picking up. I anticipate this will catch up later in the year.

Department Update:

Elections are done for the year. April was relatively quiet with a turnout of 23%. Election Day went well with very few, minor issues.

Tax deed on site inspections took place two weeks ago and the final recommendations will be going to the Finance Committee on

Monday evening. There are currently 8 parcels on the list, with 6 of them being recommended to the committee to take the deed.

MREA (Midwest Renewable Energy Association) submitted their application for a large assembly permit. Last year their energy fair was cancelled due to COVID. Also due to COVID this year their event will be much smaller in terms of number of attendees and is now just a one-day event for members. The application will be going to Public Safety on May 26.

This week we will be finalizing County Directory information and sending them to print.

I am currently working with the Human Resources and Finance Departments to gather information on methods of compensation for County Board for the next term.

CORRESPONDENCE

NEXT MEETING DATE

June 22, 2021 at 4:45p.m.

ADJOURNMENT

A motion was made by Dennis Raabe, seconded by Vinnie Miresse, to adjourn. Motion carried by voice vote.
Meeting adjourned at 05:21 PM

NOTICES

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.