



# PORTAGE COUNTY

## MEETING MINUTES

### JUDICIAL/GENERAL GOVERNMENT COMMITTEE

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

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Monday, August 22, 2022

5:30 PM

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#### 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: 839 369 676, then press #

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

Meeting ID: 294 299 787 39

Passcode: EemuEj

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](mailto: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 05:30 PM

Members Present in-person: Matt Jacowski, Lionel Weaver, Pat Keller, Andrew Rockman, Suzanne Oehlke

Staff Attending: Justice Programs Director Starr, Veteran Service Director Clements, County Executive Pavelski, Chief Deputy County Clerk Jentz, Register of Deeds Wisinski, District Attorney Cousins, 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.**

None

#### APPROVAL OF MINUTES

1. July 25, 2022 minutes

A motion was made by Supervisor Rockman, seconded by Supervisor Oehlke, to approve the July 25, 2022 minutes. Motion to approve carried by voice vote, with no negative votes.

#### REPORTS

2. Vendor Invoice Lists

Chair Weaver stated that any questions could be asked during the respective Director's report.

#### 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. Discussion Only: Formal Welcome to District Attorney, Cass Cousins

Chair Weaver, on behalf of the committee, welcomed District Attorney Cousins to the County and committee meetings.

5. Justice Programs
  - a. Office and 2022 Budget Update
  - b. 2023 Proposed Budget Update

Justice Programs Director Starr provided the following report:

In 2022, Justice Programs has expended 51% of its allotted budget as of today's date

The Treatment Alternatives and Diversion (TAD) preapplication was submitted August 17, 2022

Director is in the process of looking for an AODA provider to run 4 treatment groups per week for Treatment Court. Jamie Kiener from JusticePoint and myself are running the group until a replacement can be found.

Treatment Court current statistics:

Current Active Participants: 12

Terminated: 5

Administrative Discharged: 1

Pending: 5

Ineligible: 12

7 – Current or prior violent offense

1 – Did not reside in Portage County

3 – Risk Level to Low

1 – Current or prior offense for drug manufacture/delivery/sale

Declined Participation: 2

An OWI 2<sup>nd</sup> work group is scheduled for September 14, 2022.

6. District Attorney
  - a. Office and 2022 Budget Update
  - b. 2023 Proposed Budget Update

District Attorney Cousins provided a verbal office and budget update and 2023 proposed budget update to the committee.

7. Register of Deeds
  - a. Office and 2022 Budget Update
  - b. 2023 Proposed Budget Update

Register of Deeds Wisinski provided the following report:

Register of Deeds Wisinski gave a brief update on the current budget. WRDA received the 2022 Governor Award for Archival

Innovation. Tag-less recording is going well. Customers appreciate receiving their documents back as soon as it is processed.

Besides daily work, the office will be busy attending continued education and meetings. Wisinski went over each line of the 2023 budget and answered any questions presented.

8. Veterans Services
  - a. Office and 2022 Budget Update
  - c. 2023 Proposed Budget Update

Veterans Services Director Clements provided a report to the committee as presented in the agenda packet.

9. Clerk of Courts
  - a. Office and 2022 Budget Update
  - b. 2023 Proposed Budget Update

Clerk of Courts Roth provided the following report:

Budget Update:

Current budget status:

2022 Expenses = 59.7% (62.5% into the year)

Department Update:

Currently, the Clerk of Court's department is fully staffed, yet this will be short-lived. My chief deputy just prevailed in the Wood County primary election for clerk of circuit court and will be taking office on September 12. I am in the process of reviewing a job description for the recruitment for this position.

The circuit court is adapting well to the new judges who are fully on-board now with mentorship complete. Judges Zell and Molepske

are at judicial college for the week. Court scheduling should start to look more normal with less reserve (fill-in judges) and summer vacations winding down.

Portage County has a law library that has not been utilized. It is housed on some available shelving in the Register of Deeds office but maintained and paid for through the clerk of courts budget. The library consists of books and Westlaw online legal research. I worked with Larry Oathout, library director, to take over both portions of the law library. The contracts with Westlaw renew in September. We will renew the online research access, but not the paper collection. Larry and I are working out a written agreement and are both pleased to offer this valuable collection in a more feasible location for the citizens and legal community of Portage County.

2023 Budget Proposal Presented on August 10<sup>th</sup> budget hearing.

#### **CORRESPONDENCE**

none

#### **NEXT MEETING DATE**

9/26/2022 @ 5:30p.m. if needed.

#### **ADJOURNMENT**

The meeting adjourned by the call of Chair Weaver at 06:27 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.*