

## **NOTICE OF MEETING**

### **LAW COMMITTEE**

**January 22, 2015 - 4:00 PM**

Administration Building  
508 New York Avenue  
Sheboygan, WI 53081  
Conference Room 302

#### **\*Agenda\***

Call to Order

Pledge of Allegiance

Certification of Compliance with Open Meeting Law

Approval of Minutes

Law Committee - Regular Meeting - Jan 8, 2015 4:00 PM

Correspondence/Communications

Public Comments

Child Support

State Performance Report for December, 2014

Productivity Report for Fourth Quarter, 2014

Quarterly Report for Fourth Quarter, 2014

Sheriff's Department

Pursuit

Combined Dispatch

Consideration of repairs to Squad 26

Consideration of Vacant Position Request for Dispatcher (all openings in 2015)

Consideration of Vacant Position Request for Correctional Officer (all openings in 2015)

New Resolutions or Ordinances to be Introduced

Consideration of Ordinance Re: Amending Chapter 90 - Citation Enforcement

Review and Approve Medical Examiner's Report

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Reports on Meetings Attended

Adjourn

Next Meeting: February 12, 2015

Prepared by:

Jodi LeMahieu

Recording Secretary

Thomas Epping  
Committee Chairperson

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify Jodi LeMahieu, 920-459-3895 prior to the meeting so that accommodations may be arranged.

## SHEBOYGAN COUNTY LAW COMMITTEE MINUTES

Administration Building  
508 New York Avenue  
Sheboygan, WI 53081

Conference Room 302

**January 8, 2015**

**Called to Order: 4:00 PM**

**Adjourned: 5:05 PM**

MEMBERS PRESENT: Chairman Thomas Epping, Vice Chairman Vernon Koch, Secretary Mark Winkel, Member Fay Uraynar

MEMBERS ABSENT: Member Steven Bauer

ALSO PRESENT: Jim Risseeuw, Todd Priebe, Cory Roeseler, Thomas Eggebrecht, Steve Cobb

Chairman Epping called the meeting to order at 4:00 p.m.

Chairman Epping certified compliance with the open meeting law. The agenda was posted at 4:18 p.m. on January 6, 2015.

Motion by Winkel, second by Koch, to approve the minutes from the meeting on December 11, 2014. Motion carried.

### **Correspondences/Communications**

There were no correspondences/communications.

### **Public Comments**

There were no public comments.

### **Resolutions or Ordinances Referred by County Board**

Motion by Koch, second by Epping, to amend Ordinance No. 10 – Prohibiting Parking on Portion of County Road “U”, Town of Mitchell as follows:

~~(g) — On the north side of County Road "U," east and west of the entrance to Parnell Tower a distance of 100 feet (200 feet total) in the Town of Mitchell.~~

(fs) On the north and south sides of County Road "U" at its intersection with County Road "A" West, westerly for 3,000 feet in the Town of Mitchell.

Motion carried.

Minutes Acceptance: Minutes of Jan 8, 2015 4:00 PM (Approval of Minutes)

### **Sheriff's Department**

Sheboygan County Sheriff's Office Captain Cory Roeseler, Health and Human Services Director Tom Eggebrecht and Sheboygan Police Department Captain Steve Cobb informed the Committee members about the Crisis Intervention Training Grant. The grant cap, if awarded, would be \$50,000 which would not cover all the costs involved. The Health and Human Services Committee has approved the carryover of funds into 2015 from the 2014 Health and Human Services positive variance in the amount of \$30,000 to support the Crisis Intervention Training Initiative and has forwarded this request to the Finance Committee for consideration. The Law Committee supports the Crisis Intervention Training Grant and the carryover of \$30,000 for the Crisis Intervention Training.

The Law Committee supports out-of-state travel to Huron County, MI to view/discuss their radio system. The cost for the out-of-state travel is included with the Radio System Replacement/Upgrade project.

Motion by Winkel, second by Koch, to approve the contract with Wisconsin Community Services. Motion carried.

Motion by Winkel, second by Koch, to approve the renewal of contract (seven years) with Securus. Motion carried.

Motion by Winkel, second by Koch, to approve the 2015 Village/Town Contracts. Motion carried.

After the agenda was posted, it was learned the request to carry over funds for recording equipment does not need Committee approval due to the small amount of the request.

Supervisor Uraynar arrived at 4:43 p.m.

Motion by Winkel, second by Koch, to approve the Vacant Position Request for Patrol Sergeant and the Vacant Position Request for Deputy (all openings in 2015). Motion carried.

Motion by Winkel, second by Koch, to approve the Vacant Position Request for Part-Time Deputy (2 positions). Motion carried.

Motion by Winkel, second by Koch, to approve the Vacant Position Request for Casual Dispatcher. Motion carried.

Motion by Winkel, second by Koch, to approve the Vacant Position Request for Dispatch Supervisor. Motion carried.

### **Medical Examiner's Report**

Motion by Winkel, second by Koch, to approve the Medical Examiner's Report. Motion carried.

Supervisor Koch left the meeting at 4:55 p.m.

**Vouchers**

Motion by Winkel, second by Uraynar, to approve the vouchers. Motion carried.

**Approval of Attendance at Other Meetings or Functions**

There were no requests for approval of attendance at other meetings or functions.

**Reports on Meetings Attended**

There were no reports on meetings attended.

**Adjournment**

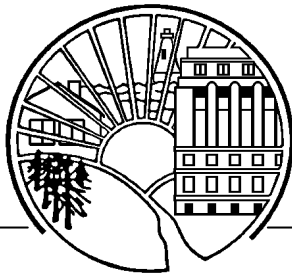
Motion by Winkel, second by Epping, to adjourn. Motion carried.

**NEXT MEETING: January 22, 2015**

Jodi LeMahieu  
Recording Secretary

Mark Winkel  
Committee Secretary

Minutes Acceptance: Minutes of Jan 8, 2015 4:00 PM (Approval of Minutes)



# SHEBOYGAN COUNTY

7.1

**James J. Graf**

*Child Support Enforcement Director*

## ESTIMATED PERFORMANCE MEASURES: December, 2014

January 8, 2015

### Federal Fiscal Year 2014-2015 Child Support Performance Chart

<u>Federal Perf. Measures</u>	<u>2014 Target</u>	<u>2014 Weight</u>	<u>Sheboygan</u>
1. Court Order	80%	20%	93.50%
2. Paternity Estab	80%	20%	97.64%
3. Current Support Coll.	80%	20%	78.07%*
4. Arrears Coll.	80%	20%	57.92%*

\* Increases through 9/30/15

Communication: State Performance Report for December, 2014 (Child Support)

## CHILD SUPPORT AGENCY PRODUCTIVITY REPORT

JAMES GRAF, DIRECTOR

## PRODUCTIVITY STATISTICS FOR

## FOURTH QUARTER OF 2014

**CASELOAD**

TOTAL IV-D CASELOAD AS OF 12/31/14.....5627

TOTAL IV-D CASELOAD AS OF 12/31/13.....5547

Cases opened in Fourth Quarter, 2014.....667

Cases opened in Fourth Quarter, 2013.....635

TOTAL NIVD CASELOAD AS OF 12/31/14.....1914

TOTAL NIVD CASELOAD AS OF 12/31/13.....1869

Cases opened in Fourth Quarter, 2014.....91

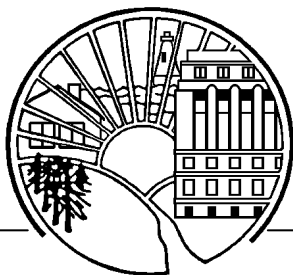
Cases opened in Fourth Quarter, 2013.....84

**ENFORCEMENT ACTIVITIES**

	Fourth Quarter 2014	Fourth Quarter 2013
NEW SUPPORT ORDERS.....	13.....	26.....
MODIFICATION.....	68.....	123.....
PAYMENT OF ARREARS.....	00.....	07.....
CONTEMPT OF COURT.....	51.....	62.....
OTHER.....	48.....	73.....
PATERNITY ESTABLISHMENT.....	87.....	85.....

**OTHER ACTIVITY**

	Fourth Quarter 2014	Fourth Quarter 2013
EVENTS RECORDED IN KIDS.....	42,288.....	45,508.....
REVIEWS CONDUCTED.....	26.....	54.....
PARTICIPANTS INCARCERATED.....	.05.....	4.....
PURGE AMOUNT PAID.....	\$1,500.00.....	\$325.00.....
CASH COLLECTIONS SENT TO TRUST FUND...	\$66,072.00.....	\$61,067.06.....



# SHEBOYGAN COUNTY

**James J. Graf**

*Child Support Enforcement Director*

MEMO TO: County Administrator Adam Payne  
Sheboygan County Law Committee

FROM: James J. Graf  
Director, Sheboygan County Child Support Agency  
As prepared by Kathleen Pluskat, Child Support Supervisor

## CHILD SUPPORT QUARTERLY REPORT December 31, 2014

1. Attend child support staff and management meetings as available to explain new policy and processes, as well as overall agency operation and circuit court appearances.
2. Lien Docket as of December 31, 2014:

2014                      Lien total                      1,880 Cases

The lien-eligibility threshold is set at \$500. Sheboygan County has approximately 1830 cases which are eligible for liens. The following is a listing of other administrative enforcement tools which are automated through the lien docket per the D134 Report, dated September 30, 2014:

54 liens in limited enforcement.....\$ 264,664  
1826 liens in full enforcement..... \$12,711,429  
1612 cases eligible for Account Seizure  
1612 cases eligible for License Suspension  
3723 individuals eligible for Passport Denial  
186 active case lien bars  
72 Alternative Payment Plans in place

Staff are keeping up with various reports as most enforcement actions are automatic unless a payment plan is established.

3. As of December 31, 2014, our monthly performance targets and current standings are as follows:

	<u>Target %</u>	<u>Current %</u>
Court Order Establishment	80%	93.50%
Paternity Establishment	80%	97.64%
Current Support Collected	80%	78.07% *
Arrears Cases with Collections	80%	57.92% *

Current % marked as \* show those figures that are final numbers and which will count as performance achievements for Federal Fiscal Year 2015.

Communication: Quarterly Report for Fourth Quarter, 2014 (Child Support)



4. The 2015 budget for Child Support is being developed. The Child Support Department was again given \$0 in tax levy for 2015. The State is working on the funding we will have for 2015.

We received word at the end of June that the CY2015 Actual Funding Allocation Earned with Actual Incentives for Sheboygan County will be approximately \$679,649.00. At this time, I would recommend that we continue using the \$679,649.00 as the State has not provided a final amount and may not until the Spring of 2015.

5. The Private Fee Ordinance was approved at the October meeting of the County Board. We implemented this process April 1, 2013. This fee was included in our 2013 and 2015 Budgets.

At the present time, it appears that this is not working as it does in other counties, as we must give each of our private cases one free service per the Judges and Corporation Counsel. We then charge the parties for the second request for service. We have sent out 19 invoices for payment and received four \$35 payments this quarter. In this first year, there was a total of 136 cases that were sent informative letters and applications for service. This effort has resulted in 10 applications for service. There were 25 invoices sent out requesting payment of which 22 have made a \$35 payment for revenue of \$770.00 and leaving an unpaid balance of \$105.00 for this year.

We will be reviewing these private fees during 2015 and determine if it is beneficial to us or not. We will keep you informed.

6. Call Center Progress

The average number of calls that were handled by the Call Center for the first year of operation was 1,110 per month. The talk time has stayed close to 3 1/2 minutes and the hold time has gone down to 1 minute from a high of almost 3 minutes in January, 2014. The Call Center staff are able to answer questions concerning payments and general information but are not trained child support specialists; therefore, case specific information is referred to the child support specialist who can research an answer for the Call Center staff to convey to the caller. The supervisors at the Call Center have been responsive to queries about how calls were handled and have corrected problems as they have been reported. Those child support staff members who were not able to visit the Call Center in August, 2014 will be visiting the Call Center in February, 2015 to see how it works for themselves and get a more thorough understanding of the logistics of the Call Center operation.

7. Sheboygan County Child Support will be working with the State to implement the LEAN program during 2015. The State will train staff to be facilitators in this program.

**SHEBOYGAN COUNTY ORDINANCE NO. \_\_\_\_\_ (2014/15)**

**Re: Amending Chapter 90 - Citation Enforcement**

**WHEREAS**, Chapter 90 of the County Code provides for a method of enforcement of County ordinances through the issuance of citations rather than through the more cumbersome and expensive process of issuing summonses and complaints, and

**WHEREAS**, changes to the statutes governing the use of citations require an updating of Chapter 90 to continue in compliance with state requirements, and

**WHEREAS**, it is in the best interests of Sheboygan County to update our Code provisions to be in conformity with state law;

**NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Amending Chapter 90.** Chapter 90 of the Sheboygan County Code of Ordinances is hereby amended as follows (additions indicated by redlining, deletions by strikeouts):

CHAPTER 90  
~~LAW~~CITATION ENFORCEMENT

- 90.01 CITATIONS FOR COUNTY ORDINANCE VIOLATIONS. Except as otherwise specifically provided in this Code, the statutory provisions of Wis. Stat. § ~~66.119~~66.0113 describing and defining procedure with respect to violations of these Ordinances, are hereby adopted and by reference made a part of this Code as if fully set forth herein. Any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this Code. Any further amendments, revisions, or modifications of the statutes incorporated herein are intended to be made a part of this Code in order to secure uniform state-wide regulation of the procedure as to citations for certain ordinance violations.
- 90.02 ~~ADOPTION OF FORM MSC-1~~CITATION. The ~~A~~ form captioned "Wisconsin ~~County~~ Sheboygan County Uniform Municipal Citation" (in compliance with the provisions of Wis. Stat. § ~~66.119~~66.0113) as approved by the Sheriff and Corporation Counsel is hereby adopted as hereinafter set forth for use to enforce Sheboygan County ordinance violations. Any future amendments, revisions, or modifications of this form done by the County of Sheboygan is intended to be made a part of this Code in order to secure uniform county-wide administration of citations for certain ordinance violations. Only such provisions of personally identified information by this form that are reasonably related to the enforcement to the ordinance shall be completed by the issuing officer or official. If applicable, the uniform traffic citation developed under Wis. Stat. § 345.11 or the Natural Resources citation developed under Wis. Stat. § 23.54 may be used instead. Filing of the form with the County Clerk ~~should~~shall serve as the recognition of that form as the form approved by this Section.

(The rest of this page intentionally left blank.)

<b>UNIFORM MUNICIPAL CITATION &amp; COMPLAINT</b> STATE OF WISCONSIN COUNTY OF SHEBOYGAN		DEPOSIT \$	ASSESS \$	COURT COSTS \$	RESTITUTION \$	TOTAL DEPOSIT \$	FOR COURT USE ONLY
<input type="checkbox"/> CITY of _____ <input type="checkbox"/> VILLAGE of _____ <input type="checkbox"/> TOWN of _____		STATE OF WISCONSIN CIRCUIT COURT <b>ROOM B-10</b> COUNTY OF SHEBOYGAN					
		— INCIDENT NO. —					
<b>COUNTY OF SHEBOYGAN VS</b>	THE UNDERSIGNED, AN OFFICER FOR AND IN BEHALF OF THE COUNTY OF SHEBOYGAN BEING DULY SWORN, STATES UPON INFORMATION AND BELIEF THAT THE SAID DEFENDANT DID ON _____ AT _____ AM/PM VIOLATE ORD. NO. _____ TO WIT:						
	— NAME — LAST, FIRST, MIDDLE INITIAL						
ADDRESS (RESIDENCE) _____ APT. NO. _____ POST OFFICE/STATE _____ ZIP _____							<b>DESCRIBE VIOLATION:</b>
PHONE _____	AGE _____	BIRTHDATE _____		PLACE OF BIRTH _____			
M _____ F _____ <input type="checkbox"/> <input type="checkbox"/>	WHT _____ BLK _____ NAT. _____ ASN. _____ AM. _____ 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/>	HSP _____ NON _____ HSP _____ 1 <input type="checkbox"/> 2 <input type="checkbox"/>		EYES _____	HAIR _____	WEIGHT _____	HEIGHT _____
DRIVER'S LICENSE _____ STATE _____ EXP. _____				SOCIAL SECURITY NO. _____		ON HWY/STREET _____ PRIVATE/PUBLIC PROPERTY _____	
VEHICLE PLATE _____	EXP. _____	STATE _____	MAKE _____	YEAR _____	MODEL _____	COLOR _____	AT _____
COMPLAINT NO. _____							COUNTY OF SHEBOYGAN, City/Village/Town of: _____
<b>YOU ARE HEREBY NOTIFIED TO APPEAR IN THE ABOVE NAMED COURT</b>							OFFICER'S SIGNATURE (PRINT) _____
ON _____ 19 _____ AT _____ A.M. P.M.							
LOCATED AT 615 N. 6TH ST., SHEBOYGAN, WI 53081							DATE _____
<b>IMPORTANT: READ NOTICE ON BACK</b>							PAGE _____
							1

SCF-1010

WHITE/COURT

PINK/DEFENDANT

MANILA/AGENCY

- 90.03 STIPULATION OF GUILT OR NO CONTEST. Stipulations of "Guilty" or "No Contest" may be made by persons to whom a citation has been issued for violation of an ordinance. Stipulations shall conform to the form contained in Wis. Stat. § 66.19(3)66.0113. It may be accepted within ten (10) days of the date of the alleged violation. Stipulations may be accepted by the Clerk of Courts of Sheboygan County, Wisconsin.
- 90.04 DEPOSIT. Any person stipulating "Guilty" or "No Contest" under Subsection 90.03 of this Code must make the deposit required under Wis. Stat. § 66.19(3)66.0113 as determined under Subsection 90.05 of this Code. Deposits may be brought or mailed to the Clerk of Courts' Office of Sheboygan County, Wisconsin, as directed by the arresting officer~~issuing officer or official~~. If a citation is issued at a time when the Clerk of Courts' Office is not open, the cash deposits may be accepted at a stationary law enforcement office where a receipt can be issued. Receipts shall be given for all cash deposits.
- 90.05 BOND AND DEPOSIT SCHEDULE. The cash deposits herein referred to, together with the taxable costs and disbursements and ~~the levy of the penalty assessmentsurcharges~~ where applicable according to Wis. Stat. § 165.87 shall be set forth in a "Bond Schedule" and shall be filed with the Clerk of Circuit Courts and thereupon is made a part of this Ordinance by reference.
- (1) The cash deposit amounts on said "Bond Schedule" shall be determined by a majority of the Circuit Judges for Sheboygan County, and where no specific amount is so set by said Judges, then the State of Wisconsin Revised Uniform State Traffic Deposit Schedule ~~and related schedulesor Alcohol Beverages,~~

~~Harassment and Safety Violations Deposit Schedule, or Uniform Misdemeanor Bail Schedule, or Trespass to Land Deposit Schedule~~ or the Revised Uniform Deposit and Bail Schedule for Conservation, Environmental Protection, Boating, Snowmobile, ATV, UTV, and Captive Wildlife Violations in existence at the time of the violation shall be utilized, and in the absence of any schedule or applicable amount, the bond shall be Fifty Dollars (\$50.00) plus the penalty assessment, and court costs.

- (2) The deposits or forfeited penalties under this Chapter shall be delivered to the Sheboygan County Clerk of Courts as soon as practical.

90.06 ISSUANCE OF CITATIONS. As authorized by Wis. Stat. § ~~66.119(2)~~ 66.0113(2) any County law enforcement officer may issue the citations authorized by this Chapter. ~~In addition, those persons who are correctional supervisors of the jail or who hold the position of Planning and Conservation Director or the Director's designee or Check Fraud Investigator may issue citations with respect to Ordinances which are directly related to their official responsibilities.~~ In addition, unless otherwise provided for in this Code, the Sheriff may designate County officials who shall be authorized to issue citations with respect to County ordinances which are directly related to the official responsibilities of those officials.

Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.

Respectfully submitted this 17th day of February, 2015.

#### LAW COMMITTEE

\_\_\_\_\_  
Thomas V. Epping, Chairperson

\_\_\_\_\_  
Vernon Koch, Vice-Chairperson

\_\_\_\_\_  
Mark S. Winkel, Secretary

\_\_\_\_\_  
Steven Bauer

\_\_\_\_\_  
Fay Uraynar

Opposed to Introduction:

Countersigned by:

\_\_\_\_\_  
Roger Te Stroete, Chairperson