

NOTICE OF MEETING

LAW COMMITTEE

October 19, 2016 - 4:00 PM

Law Enforcement Center
525 North 6th Street
Sheboygan, WI 53081

LEC-Administration Conference Room

Agenda

Call to Order

Pledge of Allegiance

Certification of Compliance with Open Meeting Law

Approval of Minutes

Law Committee - Regular Meeting - Oct 5, 2016 4:00 PM

Correspondences/Communications

Public Comments

District Attorney

Consideration of Vacant Position Request for Check Fraud Investigator (Administrative Specialist)

Review and Approve Vouchers

Approval of Attendance at Other Meetings or Functions

Reports on Meetings Attended

Adjourn

Prepared by:

Jodi LeMahieu

Recording Secretary

Vernon Koch

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

Law Enforcement Center
525 North 6th Street
Sheboygan, WI 53081

Administrative Conference Room

October 5, 2016

Called to Order: 4:00 PM

Adjourned: 4:44 PM

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

MEMBERS ABSENT: Member Libby Ogea

ALSO PRESENT: County Administrator Adam Payne, County Board Chairman Tom Wegner, Sheriff's Office Inspector James Risseeuw, County Board Supervisor Robert Ziegelbauer

Call to Order

Chairman Koch called the meeting to order.

Pledge of Allegiance

All in attendance recited the Pledge of Allegiance.

Certification of Compliance with Open Meeting Law

Chairman Koch certified compliance with the open meeting law. The agenda was posted at 10:05 a.m. on October 3, 2016.

Approval of Minutes

Motion by Epping, second by Uraynar, to approve the minutes from the meeting on September 21, 2016. Motion carried unanimously.

Correspondences/Communications

There were no correspondences/communications

Public Comments

There were no public comments.

Sheriff

Discussion was held reference the Wisconsin Community Services OWI Program.

Motion by Winkel, second by Epping, to approve the Secure Juvenile Detention Services Agreement with Marinette County. Motion carried unanimously.

Minutes Acceptance: Minutes of Oct 5, 2016 4:00 PM (Approval of Minutes)

Motion by Epping, second by Winkel, to approve the Secure Juvenile Detention Services Agreement with Door County. Motion carried unanimously.

Vouchers

Motion by Epping, second by Winkel, to approve the vouchers. Motion carried unanimously.

Approval of Attendance at Other Meetings or Functions

Motion by Uraynar, second by Koch, to approve the attendance of all Law Committee members at the Criminal Justice Advisory Committee meeting on October 19, 2016. Motion carried unanimously.

Reports on Meetings Attended

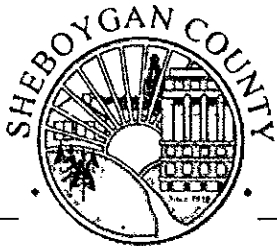
There were no reports on meetings attended.

Adjournment

Motion by Epping, second by Uraynar, to adjourn. Motion carried unanimously.

Jodi LeMahieu
Recording Secretary

Fay Uraynar
Committee Secretary



Sheboygan County VACANT POSITION REQUEST

(To be completed for all vacant positions)

WISCONSIN

Date: 10/10/2016
To: Law Committee Members
From: DA Joe DeCecco

Position Request:

Position: Check Fraud Investigator (Administrative Assistant)
Reason for Vacancy: Check Fraud Investigator has been hired as full time Secretary II

Justification: The Check Fraud Investigator investigates reports filed with the District Attorney's Office directly concerning individuals issuing checks for merchandise where said checks remain unpaid to determine if there is a violation of Section 943.24 of the Wisconsin Statutes. The Investigator manages the Check Diversion Program established by the Sheboygan County Ordinance No. 25 (2003/04). If this position would remain unfilled, the District Attorney's Office would be unable to neither investigate nor pursue any Worthless Check violations.

Staffing Consideration:

Department has considered all alternate options as it relates to overall staff needs? Yes No

Budget Consideration:

Is this position within the Department's annual operation budget? Yes No
If not, please state the amount over budget as well as the proposed source of funds:

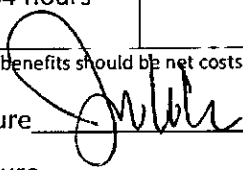
Costs:

DBM Salary Range of Requested Position: DBM21 \$ \$31,093 - \$ \$43,529 / \$14.95 hour

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
2016- November 1 – Dec 31 \$14.95- 63 hours	N/A	\$941.85
2017- \$15.25 hour- 364 hours	N/A	\$5,551.00

(Note Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head Signature  Date: 10/13/16

Liaison Committee Signature _____ Date: _____

Human Resources Committee Signature _____ Date: _____

Form Process:

1. Department Head completes VPR.
2. Department Head presents VPR to Liaison Committee for approval/signature.
3. Department Head forwards VPR to HR for Human Resources Committee approval/signature (salaried positions only).
4. HR begins recruitment process.

08/2015

Attachment: DA Vacant Position Request Check Fraud Investigator (3975 : Vacant Position Request for Check Fraud Investigator