

AGENDA

Eau Claire County
Committee on Finance and Budget
Monday, October 3, 2016 / 1 pm

721 Oxford Avenue
Eau Claire County Courthouse – Room 1301-1302
Eau Claire, WI 54703

1. Call Meeting to Order.
2. 2017 Departmental Budget Review / Discussion

1 – 3:30 pm

CJCC
Sheriff (pg. 2-20)
Communication Center

3:30 – 5 pm

Circuit Court
Register in Probate
Clerk of Courts
Juvenile Intake
District Attorney

3. Budget Process / Procedures Update / Discussion - Action
4. Review / Approval of Committee Minutes / Discussion – Action
 - August 11, 2016 (pg. 22-23)
 - September 8, 2016 (pg. 24-25)
 -
5. Future Meeting Dates
 - October 5, 2016 @ 2 pm
 - October 6, 2016 @ 2 pm
 - October 7, 2016 @ 9 am (if needed)
6. Adjourn.

Post: 9/28/2016

Copy: media, Committee members, Kathryn Schauf, Scott Rasmussen

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

Sheriff's Department

Mission Statement

The Eau Claire County Sheriff's Office is a full service law enforcement agency. The Office seeks to professionally and efficiently provide a secure environment and to foster positive relationships within the community.

Overview of Expenditures and Revenues

	2015 Actual	2016 Budget	2016 Estimate	2017 Request	2017 Recommended	% Change
Expenditures:						
Personnel	\$9,511,123	\$9,987,647	\$9,399,892	\$ 9,744,582		
Services & Supplies	\$1,781,192	\$1,833,758	\$1,779,643	1,971,098		
Equipment	\$139,365	\$77,315	\$77,315	78,700		
Total Expenditures	\$11,431,680	\$11,898,720	\$11,256,850	\$ 11,794,380		
Revenues:						
Federal/State Grants	\$180,465	\$106,457	\$174,957	131,657		
Charges & Fees	942,234	877,476	851,220	867,050		
Miscellaneous	26,760	106,490	111,490	111,490		
Und Balance Applied						
Property Tax Levy	10,282,221	10,808,297	10,119,183	10,684,183		
Total Revenues	\$11,431,680	\$11,898,720	\$11,256,850	11,794,380		

Summary of Budget Changes and Highlights

2017 Fiscal Summary

- Increase in Budgeted Revenues for 2017 over 2016: (\$19,775)
- Class Comp Increases: \$35,576
- WRS Rate changes from 2016 to 2017 : \$80,474
- WRS Adjustment to all staff paying in 6.8%: (\$200,171)
- Health Insurance Savings: (incl projected 7% increase over 2016 rates): (\$292,346)
- 2% WPPA Projected Contract Negotiation Increase: \$38,426
- 1.0% Projected Cost of Living/Step Wage Increase eff 01-01-2017: \$69,848
- Additional OT, Holiday, and Sal Temp Regular Expenses: \$25,129
- Service & Supplies: includes upgrade to Smart Phones for Patrol: \$137,340
- Equipment: \$1,385

• The need for an additional Detective, specifically to address Computer Forensic cases, continues to be a high priority need for the Sheriff's Office. This results in a reduction of service for traffic enforcement as a Deputy has been reassigned to work in the Lab.

- Recruiting sufficient numbers of qualified applicants to meet the staffing needs is becoming more difficult. The success of the department's recruitment efforts impacts every other function in the agency. Law Enforcement and Corrections are not the popular career tracks they once were. The increasing number of instances involving line of duty death or injury and negative media attention makes it more difficult to attract applicants.
- The need to provide assistance to new private sector endeavors, music festivals for example, has resulted in the need to "order in" or force deputies to cancel vacation plans more than ever before. The impact on employee morale is evident.
- The caseloads for Detectives are such that they are only able to work on felony cases. They are no longer able to give attention to cases such as fraud, vandalism, retail thefts, hit and runs, mailbox damage, gas drive offs and any thefts under \$2500. Citizens are expected to "self-report" these types of issues but Detectives are not available to follow up on them so many go unresolved. Citizens also self-report minor crashes and car/deer crashes and deputies no longer tag deer.
- The shortage of Bailiffs has required a Jail Sergeant be assigned to the Courts. This decreases the ability to provide 24 hour supervision in the Jail which is one of the highest liability areas the County has.
- Effective April 1, 2015, law enforcement is required to obtain a biological specimen for DNA analysis from each individual arrested for committing a violent crime and from each individual upon conviction of all non-violent felonies, all criminal misdemeanors, and all criminal traffic violations. Special Deputies were hired to meet this mandate, however it has been difficult to maintain employees in these part-time positions. Currently working with Human Resources to change how recruitment is implemented.
- Numerous departments in Eau Claire County have come together to address the impact that drugs have in our community and the significant damage children exposed to dangerous drug environments experience. The State of Wisconsin has defined a Drug Endangered Child as any child (born or unborn) at risk of: neglect, sexual/physical abuse, emotional abuse or mental harm by the parent's/caregiver's use, distribution, or manufacture of THC, heroin, cocaine/methamphetamine, and prescription medication. The increase of methamphetamine abuse in Eau Claire County has forced professionals to improve response in these drug environments to protect our children. This collaborative effort, entitled Drug Endangered Children (DEC), has been formed to educate the professionals and to utilize all options to protect children from future harm from drug abusing environments.
- An increase in the number and complexity of sexual assault cases is particularly troubling. The vast majority of cases involve family members. A small portion of these crimes involve strangers. Family members/relatives and known associates such as girlfriends/boyfriends are responsible for committing physical violence and sexual assaults. Pornography is a multi-billion dollar industry as well. Working through the family dynamics is very difficult. Victims are forced to divulge information after likely having been sworn to secrecy by a family member they live with and trust. The prevalence and use of social media and computerized digital devices complicates these issues as the acts may be recorded, retained and distributed. Situations which once were quiet are no longer confined to the homes. Families become divisive and emotions run high. Drugs and alcohol play a major role as well. There is a direct link between sexual assault cases and drug endangered children.
- Mental health services were increased in the Jail a couple of years ago but could easily be expanded. The Jail must provide a wide range of medical care to inmates including general medical attention, substance abuse counseling and psychiatric

services. Unfortunately, the mental health issues continue to task staff with added responsibilities as they are often complicated and highly emotional situations. In addition, the cost of some types of medication (ie. HIV medications and Hepatitis C) have increased dramatically.

- The current Records Management System (H.T.E.) will not be supported after 2016. The Sheriff's Office and the City of Eau Claire Police Department are working together to plan for the replacement of essential law enforcement software planned in 2017. The goal of this project is to integrate the Records Management System with the Computer Aided Dispatch, Jail and Mobile modules. Significant financial and personnel resources will be needed from both the City and the County as this project is implemented. Aligns with the "improve collaboration" strategic goal.
- The FCC is attempting to reduce inmate calling rates and propose to fully eliminate commissions to address complaints of abuse of the commissions. The potential loss of revenue to the Sheriff's Office should this take effect is approximately \$60,000.
- The jail population is consistently increasing, causing concern. The Criminal Justice Collaborating Council continues to monitor the reasons for this upward trend and is working on strategies to minimize increases. However, without a significant change in the upward trends, it may become necessary to complete the construction of the fourth jail pod and/or to ship inmates to other counties again.

The overall health of inmates continues to decrease. This coupled with the population increase creates a substantial need for additional medical coverage; 24 hour coverage is needed.

As noted in the 2015 Jail Inspection Report, there is a strong need for at least one additional staff person in the Booking/Receiving area.

Program Financials

2017 Requested Program/Service	Resp to Crime Comm Caretkg Priority 1
Expenditures:	
Personnel	\$ 1,400,362
Service & Supplies	\$ 190,468
Equipment	\$ 26,688
Total Expenditures	\$ 1,617,518
Revenues:	
Federal/State Grants	\$ 14,736
Charges & Fees	\$ 14,650
Miscellaneous	\$ 191
Fund Balance Applied	\$ -
Property Tax Levy	\$ 1,587,941
Total Revenues	1,617,518
Mandated By Wis. Stat 59	yes
Committee Priority:	#1

2016 Approved Program/Service	Resp to Crime Comm Caretkg Priority 1
Expenditures:	
Personnel	\$ 1,479,514
Service & Supplies	\$ 187,228
Equipment	\$ 26,096
Total Expenditures	\$ 1,692,838
Revenues:	
Federal/State Grants	\$ 13,796
Charges & Fees	\$ 14,225
Miscellaneous	\$ 198
Fund Balance Applied	\$ -
Property Tax Levy	\$ 1,664,619
Total Revenues	1,692,838
Mandated By Wis Stat 59	yes
Committee Priority:	#1

2017 Requested Program/Service	Detention of Inmates Priority 2	Sub Program Secure	Sub Program Huber	Sub Program Electronic Monitoring	Courthouse Security Priority 3
Expenditures:					
Personnel	5,605,265	4,350,167	1,152,626	102,472	525,594
Service & Supplies	1,341,935	1,341,935	0	0	24,389
Equipment	6,300	6,300	0	0	0
Total Expenditures	6,953,500	5,698,402	1,152,626	102,472	549,983
Revenues:					
Federal/State Grants	22,528	19,301	3,227	0	1,253
Charges & Fees	718,487	201,099	504,388	13,000	161
Miscellaneous	30,932	15,738	15,194	0	75
Fund Balance Applied	0				
Property Tax Levy	6,181,553	5,462,264	629,817	89,472	548,494
Total Revenues	6,953,500	5,698,402	1,152,626	102,472	549,983
Mandated By Wis Stat 59	yes	yes	no	yes	yes
Committee Priority:	#2				#3

2016 Approved Program/Service	Detention of Inmates Priority 2	Sub Program Secure	Sub Program Huber	Sub Program Electronic Monitoring	Courthouse Security Priority 3
Expenditures:					
Personnel	5,737,182	4,432,893	1,196,749	107,540	503,276
Service & Supplies	1,242,311	1,242,311	0	0	22,934
Equipment	6,300	6,300	0	0	0
Total Expenditures	6,985,793	5,681,504	1,196,749	107,540	526,210
Revenues:					
Federal/State Grants	15,373	13,188	2,185	0	849
Charges & Fees	727,093	202,975	509,118	15,000	212
Miscellaneous	25,926	13,231	12,695	0	76
Fund Balance Applied					
Property Tax Levy	6,217,401	5,452,110	672,751	92,540	525,073
Total Revenues	6,985,793	5,681,504	1,196,749	107,540	526,210
Mandated By Wis Stat 59	yes	yes	no	yes	yes
Committee Priority:	#2				#1

2017 Requested Program/Service	Civil Process Priority 4		Investigative Priority 5	Sub Program Investigative	Sub Program Drug Unit
Expenditures:					
Personnel	\$ 247,949		\$ 1,003,188	\$ 748,486	\$ 254,702
Service & Supplies	34,910		\$ 218,987	109,446	\$ 109,541
Equipment	5,130		\$ 21,569	11,569	\$ 10,000
Total Expenditures	\$ 287,989		\$ 1,243,744	\$ 869,501	\$ 374,243
Revenues:					
Federal/State Grants	932		\$ 88,990	3,333	\$ 85,657
Charges & Fees	75,137		\$ 2,142	642	\$ 1,500
Miscellaneous	38		\$ 80,125	135	\$ 79,990
Fund Balance Applied					
Property Tax Levy	211,882		\$ 1,072,487	865,391	207,096
Total Revenues	287,989		\$ 1,243,744	869,501	374,243
Mandated By Wis Stat 59	yes		no	no	no
Committee Priority:	#4		#5		

2016 Approved Program/Service	Civil Process Priority 4		Investigative Priority 5	Sub Program Investigative	Sub Program Drug Unit
Expenditures:					
Personnel	\$ 280,141		\$ 954,622	\$ 698,266	\$ 256,356
Service & Supplies	33,643		\$ 212,248	102,707	\$ 109,541
Equipment	5,016		\$ 21,312	11,312	\$ 10,000
Total Expenditures	\$ 319,800		\$ 1,188,182	\$ 812,285	\$ 375,897
Revenues:					
Federal/State Grants	729		\$ 73,080	2,423	\$ 70,657
Charges & Fees	75,163		\$ 3,192	692	\$ 2,500
Miscellaneous	39		\$ 80,116	126	\$ 79,990
Fund Balance Applied					
Property Tax Levy	243,869		\$ 1,031,794	809,044	222,750
Total Revenues	319,800		1,188,182	812,285	375,897
Mandated By Wis Stat 59	yes		no	no	no
Committee Priority:	#4		#5		

2017 Requested Program/Service	Traffic Cont & Enforc Priority 6		TOTALS
Expenditures:			
Personnel	\$ 962,225		\$ 9,744,583
Service & Supplies	160,409		\$ 1,971,098
Equipment	19,013		\$ 78,700
Total Expenditures	\$ 1,141,029		\$ 11,794,381
Revenues:			
Federal/State Grants	3,218		\$ 131,657
Charges & Fees	56,475		\$ 867,050
Miscellaneous	130		\$ 111,490
Fund Balance Applied			
Property Tax Levy	1,081,825		\$ 10,684,183
Total Revenues	\$ 1,141,029		\$ 11,794,381
Mandated By?	no		
Committee Priority:	#6		

2016 Levy: \$10,808,297
Overage: \$124114

2016 Approved Program/Service	Traffic Cont & Enforc Priority 6		TOTALS
Expenditures:			
Personnel	\$ 1,032,911		\$ 9,987,647
Service & Supplies	134,394		\$ 1,833,758
Equipment	18,591		\$ 77,315
Total Expenditures	\$ 1,185,896		\$ 11,898,720
Revenues:			
Federal/State Grants	2,630		\$ 106,457
Charges & Fees	57,589		\$ 877,475
Miscellaneous	137		\$ 106,490
Fund Balance Applied			
Property Tax Levy	1,125,540		\$ 10,808,298
Total Revenues	1,185,896		\$ 11,898,720
Mandated By?	no		
Committee Priority:	#6		

#1 RESPONSE TO CRIME AND COMMUNITY CARETAKING	Budget \$ 1,617,518	Levy \$1,587,941	FTE's 13.954
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Crime & Community Caretaking: The Eau Claire Sheriff's Office provides a complete range of public safety and quality of life services to the county including, but not limited to, the following: criminal investigation and apprehension; preventative patrol; emergency response (fire & EMS); disaster response and preparedness; large event security; dispute mediation; building escorts; civil disorder; and other duties as requested by the citizens.

SWAT: The Sheriff's Office Tactical team referred to as SWAT, or Special Weapons and Tactics, is a multiple agency team that is comprised of 8 deputies from various divisions of the Sheriff's Office, one Altoona Police Officer, one Fall Creek Police Officer, four Menomonie Police Department Officers, one University of Wis-Eau Claire Officer, two Dunn County Officers, and three Wisconsin State Patrol Troopers. In addition, there is a correctional officer used as the communication link for operations; a volunteer medical director as well as paramedics from Gold Cross Ambulance Service and Chippewa Fire District, and four crisis negotiators on-call for negotiations. The team responds to high-risk situations where better-trained and equipped personnel may be needed to safely resolve the incident. These incidents may be high-risk drug warrants, personal warrants, VIP protection, hostage situations, officer/citizen rescue, barricaded situations, manhunts, or any event where more skilled training is required. The team is comprised of a tactical commander and three team leaders that provide skilled training on a monthly basis and develop operational plans for responses.

<u>Crime & Community Activity:</u>	<i>(YTD column = Jan-Jun results)</i>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Population served:		100,677	101,438	101,438	101,438
Number of square miles served:		655	655	655	655
Number of cases handled:		7,921	8,522	8,563	4,274
Number of assists to other law enforcement agencies:		749	787	823	384
Number of adult arrests:		1,196	1,395	1369	659
Number of juvenile arrests:		61	166	97	32
Number of adult ordinance violations:		265	214	306	100
Number of juvenile ordinance violations/cases:		77	72	143	16
Number of Mental Health Chapters/Incidences:		46	84	68	25
Number of Welfare/Detox Checks:		201	137	250	109
Number of Requests for Service:		535	540	548	181
Number of New Warrants entered		N/A	1,062	1,176	548
Number of New Warrants canceled		N/A	1,020	1,072	563
Number of death investigations:		26	23	36	22
Response times to services-Level 1:		15:00	10:38	11:29	TBD
Response times to services-Level 2:		19:37	15:13	14:56	TBD
Response times to services-Level 3:		25:45	16:57	18:36	TBD
Number of high risk situation (SWAT) responses per year:		26	28	18	12

*new paging system

<u>Crime & Community Activity:</u>		<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Increase efficiency of services through community partnerships and comprehensive planning.	Eau Claire Sheriff's Office personnel will have attendance of at least 85% of intra/inter-agency meetings, committees, and community event preparation and activities.	85%	90%	90%	95%
Reduce conditions that foster crime.	Eau Claire Sheriff's Office personnel will fulfill at least 85% of Neighborhood Watch presentation and meeting requests.	85%	90%	90%	90%
Make effective use of personnel, equipment, and technology to meet national and organization standards.	Eau Claire Sheriff's Office personnel will respond to service requests within 2 business days 100% of the time.	100%	100%	100%	100%

#2 STATUTORY DETENTION OF INMATES - Secure		Budget	Levy			FTE's				
		\$5,698,402	\$5,462,265			52.621				
<p>Secure Detention: The Eau Claire County jail houses inmates arrested on new charges, pre-trial inmates who are awaiting adjudication of charges, sentenced inmates, and individuals on community supervision who have violated the conditions of their probation or parole. Also includes transportation of prisoners and mental subjects to and from the courts and to and from secure institutions.</p>										
OUTPUTS										
Secure Detention:		<i>(YTD column = Jan-Jun results)</i>				2013	2014	2015	Jan-Jun 2016	
Number of Bookings						4,556	4,496	2,305	2,429	
Average number of Secure jail bed days:						59,130	70,810	67,160	40,586	
Average In-House Inmates:						162	194	184	223	
Average Out of County Secure Inmates:						0	0	0	0	
Average number of Secure Males in Huber:						0	0	0	0	
Average number of Secure Females in Huber:						0	0	0	0	
Average total Eau Claire County Jail Population:						235	269	253	288	
Average Secure daily population:						162	194	184	223	
Total Cost for Out of County Prisoners:						\$0	\$0	\$0	\$0	
Number of Out of County Prisoners Days:						0	0	0	0	
Number of clients transported:						618	845	975	504	
Number of transports:						310	421	442	219	
Number of Video Court appearances: (transport diverted)						55	55	54	20	
Number of vehicle maintenance jobs:						17	15	23	8	
Total number of miles driven for year:						65,576	199,642	115,864	53,811	
Inmate Visitations						7,098	8,269	8,617	4,629	
Professional Visits						N/A	5,365	8,832	3,175	
						Benchmark	2014	2015	Jan-Jun 2016	
Secure Detention:										
Provide a safe and secure environment for those in our custody.		100% of inmates residing in the jail will be assessed at intake to determine any physical, mental, or medical needs and referrals made when needed.				100%	100%	100%	100%	
		100% of inmates will be classified prior to moving to general population and be housed accordingly.				100%	100%	100%	100%	
#2 STATUTORY DETENTION OF INMATES - Secure										
(Continued)										
						Benchmark				
Performance Goal		Outcome Measures		Benchmark		2014	2015	Jan-Jun 2016		
To transport inmates safely from one location to another in a timely and cost effective manner.		100% of prisoner transports will be done without serious injury to the prisoner as documented in the incident log.		100%		100%	100%	100%		
		Increase usage of video technology to help reduce the number of transports needed for court appearances.		55		55	54	20		

#2 STATUTORY DETENTION OF INMATES - Huber	Budget \$1,255,098	Levy \$719,289		FTE's 15.393
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Huber: The Eau Claire County jail houses inmates arrested on new charges, pre-trial inmates who are awaiting adjudication of charges, sentenced inmates, and individuals on community supervision who have violated the conditions of their probation or parole. Housing of Huber inmates includes random urine testing and Electronic Monitoring.

Electronic Monitoring: The Electronic Monitoring program allows inmates who meet specified criteria to be closely monitored at their homes rather than serving their sentence in the Eau Claire County Jail. The electronic monitoring equipment verifies that the individual is present at their residence and also requires them to periodically submit a breath sample to determine if they have been drinking. This equipment is perpetually monitored. The participant pays a daily fee to help cover the cost of the equipment and monitoring. Technology advances will continue to improve the quality and level of monitoring available.

OUTPUTS

Huber: <i>(YTD column = Jan-Jun results)</i>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Huber bed Days provided based on average daily Huber population:	20,805	22,995	22,265	10,556
Average number of Male Huber Inmates:	48	54	51	46
Average number of Female Huber Inmates:	9	9	10	12
Average number of inmates on Electronic Monitoring:	10	9	5	4
Average Huber daily population:	57	63	61	58
Number of inmates that participated in education/GED testing during year:	55	80	72	47
Number of inmates earning their GED while incarcerated:	11	0	0	0
Number of inmates earning their HSED:	6	0	0	0
Number of UA's collected:	507	647	744	322
Number of UA's that tested positive:	161	188	182	87
Number of UA's that tested negative:	346	459	562	234

Electronic Monitoring:	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Number of clients placed on a monitor during the year:	59	56	51	19
Number of jail beds diverted due to participation in Electronic Monitoring:	3,608	3,384	1,825	924
Number of Electronic Monitoring participant violations during the year:	15	14	14	12
Number of clients applying for participation in Electronic Monitoring:	118	108	136	58
Number of Electronic Monitoring applicants found eligible for participation:	59	56	62	23
Number of Electronic Monitoring participants discharged as unsuccessful:	7	4	5	0
Number of Electronic Monitoring participants returning to jail due to hardship:	0	0	0	0
Number of Electronic Monitoring participants that successfully completed:	40	52	46	16

**#2 STATUTORY DETENTION OF INMATES - Huber
(Continued)**

		<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Provide a safe and secure environment for those in our custody.	100% of inmates residing in the jail will be assessed at intake to determine any physical, mental, or medical needs and referrals made when needed.	100%	100%	100%	100%
To aid in enforcement of jail rules, court orders and conditions of probation that requires offenders to stay sober and drug free.	100% of Offenders entering the Huber center to serve a sentence will be drug tested	100%	100%	100%	100%
To ensure inmates are not impaired when entering or leaving the Huber Center for work, school, treatment or appointments.	100% of offenders who test positive for alcohol, will be held until they are sober (0.00).	100%	100%	100%	100%
	100% of offenders who test positive for illicit drugs will remain in the Huber center until there is no impairment or 5 days maximum.	100%	100%	100%	100%

To hold inmates accountable for their actions by staying sober and drug free while complying with Huber rules, Probation rules and court orders.	100% of offenders determined to be in violation of Huber rules will be sanctioned as allowed by law.	100%	100%	100%	100%
Provide an alternative to incarceration by allowing eligible inmates to serve their court ordered time restricted to their residence rather than physically incarcerated in the jail.	100% of Huber inmates will be considered for Electronic Monitoring according to program criteria	100%	100%	100%	100%
#3 CIRCUIT COURT & COURTHOUSE SECURITY		Budget \$549,983	Levy \$548,494		FTE's 5.487
Wisconsin statute 59.27(3) mandates that the sheriff shall: "attend upon the circuit court held in the sheriff's county during its session". Program area provides security for the circuit court judges, court commissioner and for courthouse departments.					
OUTPUTS					
		<i>(YTD column = Jan-Jun results)</i>			
		<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
# of incidents requiring deputy sheriff intervention in the courthouse:		378	523	539	332
# of warrants served in courthouse:		320	396	399	210
		<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Provide a safe and secure environment for courthouse staff and the public using the courthouse facility.	There will be no incidences where courthouse staff or members of the public are seriously injured or killed.	0	0	0	0
Provide the safe and secure movement of jail inmates between the jail and courtrooms, as well as during court appearances.	100% of inmates being transported between the jail and the courtrooms will have hand and foot restraints unless they have a medical issue that prohibits restraints.	100%	100%	100%	100%
#4 CIVIL PROCESS AND FORECLOSURE SALES		Budget \$287,989	Levy \$211,882		FTE's 2.745
Serving of civil process and conducting foreclosure sales are a statutorily mandated responsibility of the Sheriff's Office. Deputies in this program also provide back up for inmate transport service.					
OUTPUTS					
		<i>(YTD column = Jan-Jun results)</i>			
		<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Number of requested civil process served:		2,611	2,517	1,901	997
Number of Sheriff's sales conducted:		207	125	96	42
Civil process papers served by patrol deputies:		541	509	341	485
<u>Performance Goal</u>	<u>Outcome Measures</u>	<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Timely and accurate service of civil process.	90% of process paperwork will be served within the parameters of the court date given.	90%	100%	100%	100%
Conduct foreclosure sales as required.	95% of foreclosure sales will meet statutory posting requirements.	95%	100%	100%	100%

#5 INVESTIGATIVE SERVICES	Budget \$1,243,744	Levy \$1,072,487		FTE's 9.822
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General Investigative: Follow up investigations of reported crimes including collection of evidence, testifying in court, and providing the victim with progress reports on the status of the investigation. Also includes project management for the West Central Drug Task Force, a multi-agency Drug Unit focusing on narcotics investigations.

West Central Drug Task Force: The West Central Drug Task Force is a cooperative effort made up of multiple law enforcement agencies from six area counties, the intent of which is to identify individuals involved in the manufacture, distribution or sale of illicit drugs as well as the illegal diversion of prescription medication. Criminal activity commonly associated with drug crimes such as illegal possession of firearms, burglary and theft is also addressed. Under a functioning Memorandum of Understanding signed by all agency members of the Task Force, resources such as personnel, equipment, and economic resources can be targeted to particular criminal problems within the Task Force area.

#5 INVESTIGATIVE SERVICES (continued)				
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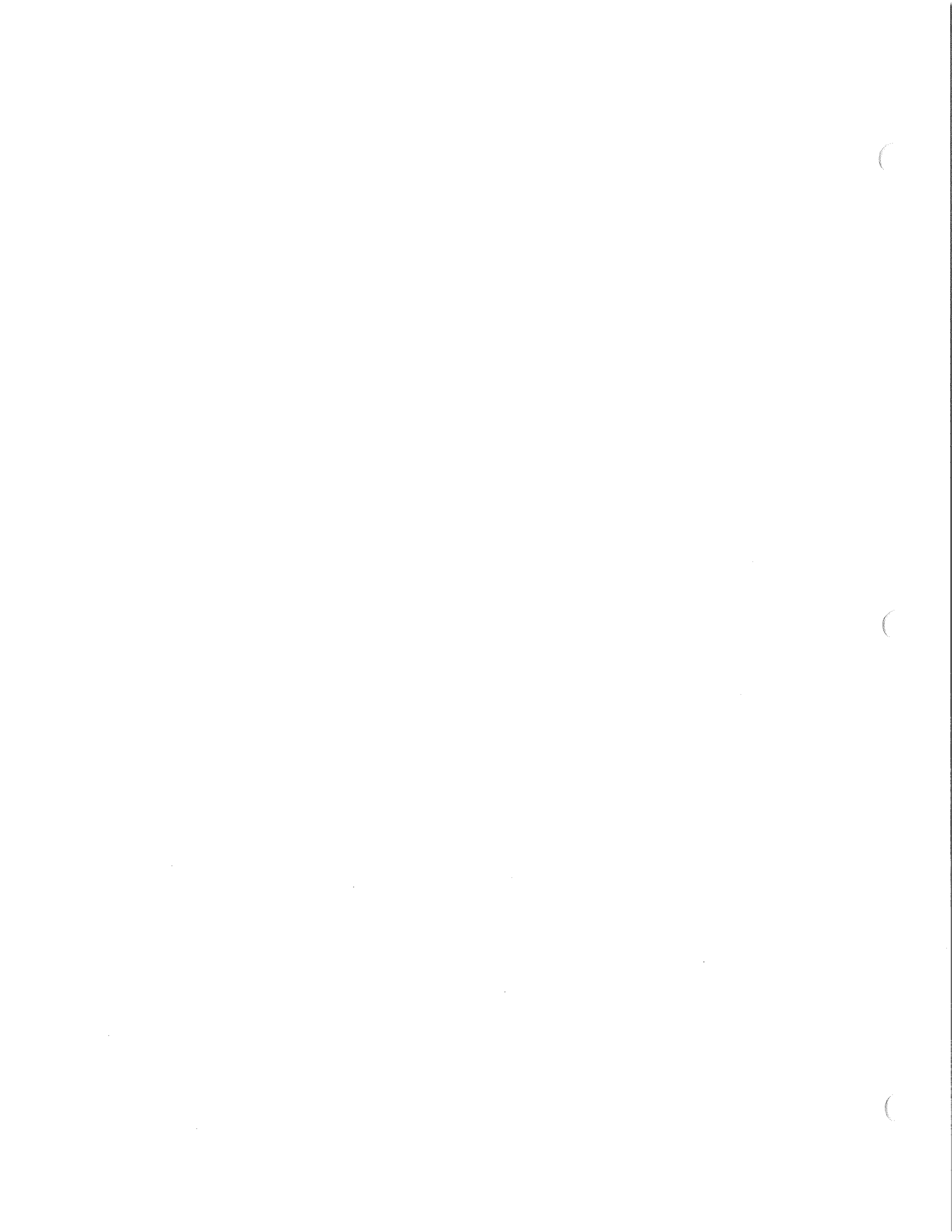
OUTPUTS					
General Investigative:	<i>(YTD column = Jan-Jun results)</i>	2013	2014	2015	Jan-Jun 2016
Number of investigations assigned to Division:		521	503	494	221
Number of investigations cleared by arrest:		140	109	103	36
Number of investigations referred to District Attorney:		6	11	20	8
Number of investigations cleared by leads exhausted:		290	361	314	105
Number of cases assigned to Forensic Lab		N/A	45	71	49
West Central Drug Task Force:					
Number of cases opened for investigation:		298	294	371	188
Number of search warrants executed by Task Force:		70	49	52	25
Number of Juvenile Drug Related Charges:		0	0	13	0
Number of Adult Drug Related Charges:		1450	875	2053	330
Eau Claire County's Allocation % of Grant Monies:		50.59	43.12	45.09	45.09
Number of Marijuana Outdoor Operations Plots Eradicated:		1	0	0	0
Number of Marijuana Outdoor Operations Cultivated Plants Eradicated:		3	0	0	0
Number of Marijuana Indoor Operations Grows Seized:		3	3	5	3
Number of Marijuana Indoor Operations Cultivated Plants Eradicated:		86	64	27	73
Cocaine seizures		255 gms	150 gms	166.74 gms	3079.39 gms
Hash Oil gms		0	926.6	521.51	723
Heroin gms		38.6	57.74	4.24	0
LSD Dosage Units		160	20	403.25	8
Marijuana gms		23640.43	22618.46	53919.4	18656.73
Ectasy (MDMA) gms		104.92	2.89	0	28.81
Methadone Dosage Units		32	8	10	0
Methamphetamine gms		935.49	385.19	1180.98	3563.61
Opium gms		10.4	0	0	0
Psilocybin Mushrooms gms		14.5	41.45	234.44	10.13
Synthetic Hallucinogens gms		84.4	22.7	22	6.7
THC Analog (K2/Synthetic THC) gms		475.1	20.1	0	0
Diverted Pharmaceuticals Dosage Units		1410.25	2185.25	1735	298.5

		<u>Benchmark</u>	<u>2014</u>	<u>2015</u>	<u>Jan-Jun 2016</u>
Thoroughly investigate cases in order to identify the perpetrators of criminal activity and to recover property.	100% of Investigative Cases will be reviewed by the Detective Sergeant for completeness and accuracy.	100%	100%	100%	100%
Conduct timely follow up with victims and provide updates as to the progress of investigations.	95% of all assigned investigations will include personal contact with victim within five business days of assignment.	95%	98%	95%	95%
File required reports with the Office of the District Attorney within acceptable time limits.	95% of all completed investigations appropriate for referral to the District Attorney will be referred to that office within two business days upon completion of reports.	95%	100%	100%	100%
#5 INVESTIGATIVE SERVICES (continued)					
Manage case assignments in a manner designed to insure appropriate attention is given to cases and to provided accurate reporting as required by Uniform Crime Reporting (UCR) definitions.	100% of monthly UCR reports will be generated and submitted to CIB within 30 days of the close of each month.	100%	100%	100%	80%
Identify individuals involved in the manufacture, distribution and sale of illicit drugs.	Investigations conducted by the West Central Drug Task Force will continue at an annual rate of no less than 90% of the caseload of the previous year as measured by the number of Metropolitan Enforcement Group (MEG) case numbers and jurisdictional case numbers assigned.	90%	100%	100%	100%
Share intelligence with local, state and federal agencies sharing the common goal of impacting drug crime.	100% of cases will be reported to the jurisdictional home agency where the case occurred by the case investigator of that jurisdiction.	100%	100%	100%	100%
Effective management of evidence and property seized as a result of investigations.	Seizure actions will be submitted for forfeiture in 100% of those cases to the appropriate state or federal agency.	100%	100%	100%	100%
To enhance levels of cooperation among the task force agencies while promoting more direct involvement with non-participating local agencies.	The number of participating and on demand agencies will be 90% or more of the total number from the previous year.	90%	100%	100%	100%
To provide drug abuse prevention/education services to local groups, organizations, and schools within the task force's jurisdiction.	Eau Claire County drug task force personnel will participate in at least 24 drug abuse prevention/education presentations during the year.	24	36	26	18

#6 TRAFFIC CONTROL & ENFORCEMENT		Budget	Levy	FTE's	
		\$1,141,029	\$1,081,826	9.48	
<p>Through active enforcement of traffic laws, Eau Claire Sheriff's deputies attempt to reduce the loss of property and life resulting from dangerous driving behavior. Enforcement also includes arresting suspected impaired drivers and the issuing of citations to individuals violating traffic laws and ordinances. Eau Claire Sheriff's deputies also address other traffic issues, provide for orderly and safe traffic flow, thoroughly investigate traffic crashes, and develop strategies to reduce traffic related deaths, injuries, and property damage.</p>					
OUTPUTS					
<i>(YTD column = Jan-Jun results)</i>		2013	2014	2015	Jan-Jun 2016
OWI Arrests:		139	113	232	63
Traffic crashes:		705	733	629	297
Traffic citations:		3,513	3,264	2,880	1,488
Traffic warnings:		3,625	2,421	2,396	1,446
Grant-funded traffic deployments:		40	32	0*	26
Grant-funded traffic hours:		399	223	0*	106
*There was only 1 traffic safety grant available in 2015. Did not participate due to staffing shortage.					
		Benchmark			
Performance Goal	Outcome Measures	Benchmark	2014	2015	Jan-Jun 2016
To promote traffic safety on Eau Claire County roadways for residents and travelers.	Conduct 4 community presentations or communications that promote traffic safety and safe driving habits.	4	4	4	2
To reduce the loss of life and property that results from dangerous driving behaviors through education, visibility, and enforcement.	Will participate in 75% of the Federal and State funded traffic grant opportunities, such as Click It or Ticket, Drunk Driving, Under Arrest, and Speed and Aggressive Driving.	75%	32%	0%*	100%
	Will participate in 80% of the Wisconsin Counties Highway Safety Committee quarterly meetings, which allows for inter-agency collaboration and planning.	80%	100%	100%	100%
To provide for orderly and safe traffic flow by minimizing traffic disruptions and secondary incidents.	100% of new patrol deputies will complete Standardized Field Sobriety Testing training as set forth by the National Highway Traffic Safety Administration within two years of employment.	100%	100%	100%	100%
Totals		Budget \$11,793,763	Levy \$10,684,183	FTE's 109.500	

**Sheriff's Office
Revenue Summary**

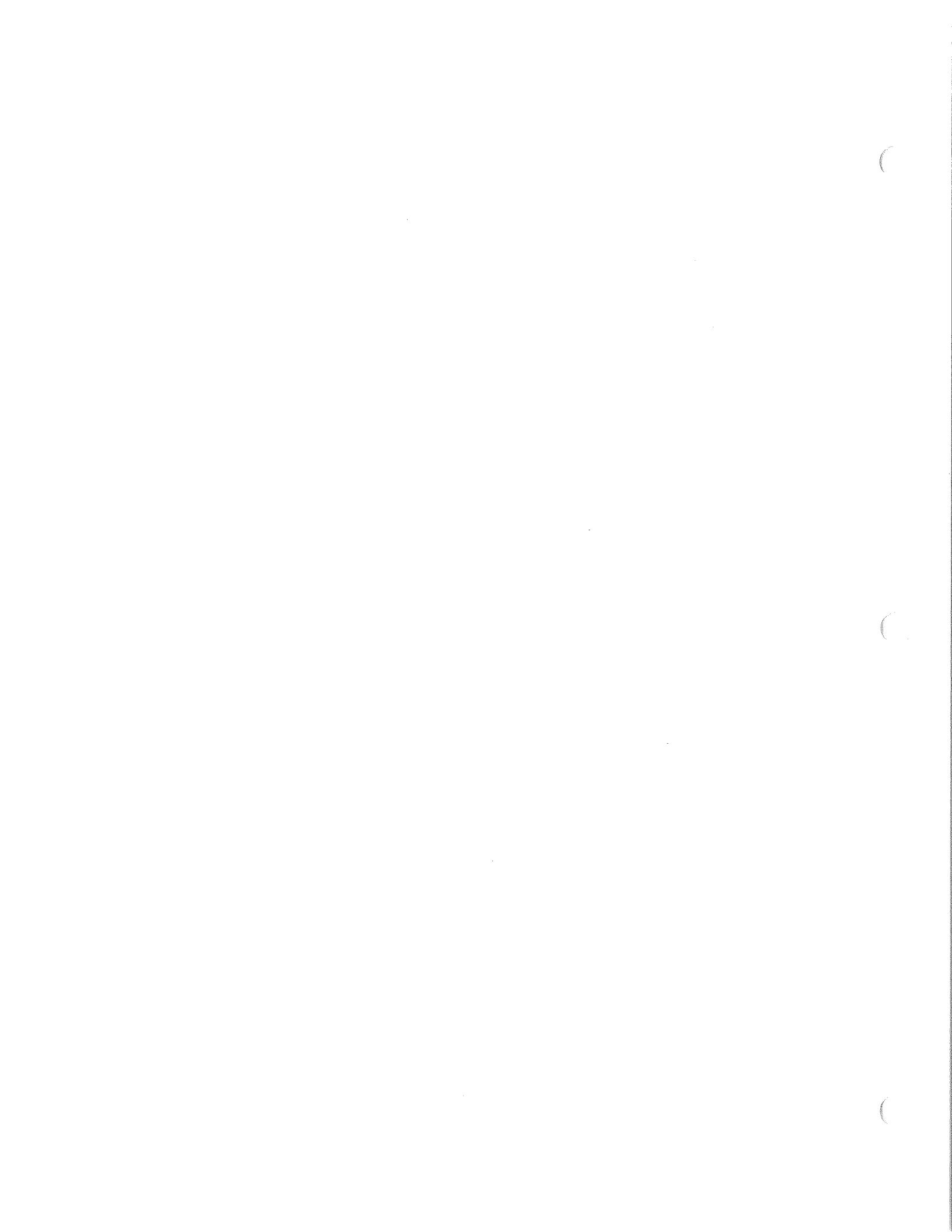
	2017 Budget	2016 Approved	
		Budget	2016 Estimate
Anti-Drug Grant Revenues	\$70,657	\$70,657	\$70,657
Anti-Heroin Reimbursement	\$15,000	\$0	\$20,000
ATV Grant	\$10,000	\$10,000	\$10,000
Blood Collection Fees	\$1,800	\$0	\$1,800
Board of Prisoners-Other	\$250,000	\$241,700	\$240,000
Board of Prisoners-Huber	\$340,000	\$340,300	\$340,000
Board of Prisoners-SSI	\$18,000	\$23,000	\$18,000
Body Armour Vests Grant	\$4,000	\$4,000	\$4,000
Digital Media Revenue	\$150	\$150	\$150
DNA Collections	\$10,000	\$12,000	\$5,120
Drug Forfeiture Funds Applied	\$79,990	\$79,990	\$79,990
Drug Unit Other Revenue	\$1,500	\$2,500	\$1,500
Electronic Monitor Fees	\$13,000	\$15,000	\$11,200
Highway Safety Grants	\$0	\$0	\$11,500
Huber Drug Testing Fees	\$6,000	\$7,500	\$6,000
Inmate Phone System Revenue	\$60,000	\$70,000	\$60,000
Jail Laundry Fees	\$15,500	\$15,000	\$15,500
Jail Medical Collections	\$14,000	\$12,000	\$14,000
Jail Misc Email & Finger Printing	\$30,000	\$25,000	\$30,000
Miscellaneous Fees	\$2,000	\$3,000	\$2,000
Parking Citation Revenues	\$1,000	\$2,000	\$1,000
Patrol Service Fees	\$750	\$750	\$1,600
Police Training	\$25,000	\$16,800	\$43,800
Process Fees	\$75,000	\$75,000	\$75,000
Rebates Fuel Credit Card	\$2,000	\$1,000	\$2,000
SCAAP Grant	\$7,000	\$5,000	\$5,000
Sheriff Restitution	\$1,500	\$1,500	\$1,500
Shooting Range Fees	\$1,200	\$1,200	\$1,200
SWAT Equipment Grants	\$0	\$0	\$10,000
SWAT Service Fees	\$150	\$375	\$150
Traffic Control Fees	\$55,000	\$55,000	\$55,000
	\$1,110,197	\$1,090,422	\$1,137,667



Summary of Requested Addbacks & Administrator/Committee Recommendations

Description	Department Requested	Administrator Recommendation	F & B Committee Recommendation
Detective-Forensics Lab (operational costs)	\$90,000	\$45,000*	
Other operational savings	\$ -	\$ (45,000)	
Health Insurance Reduction	\$ -	\$ (68,370)	
Total	\$90,000	\$ (68,370)	\$0

*Adjusted for the position to start mid-year.



MINUTES

Committee on Finance and Budget
Thursday, August 11, 2016 / 5 pm

LE Phillips Senior Center
1616 Bellinger St.
Eau Claire, WI 54703

Members present: Supervisors Jim Dunning, Robin Leary, Mike Conlin, Stella Pagonis
Members excused: Supervisor Nick Smiar
Staff present: Glenda Lyons, County Treasurer; Janet Loomis, County Clerk; Sharon Rasmusson

Meeting was called to order by Chairperson Jim Dunning at 5:10 pm.

2017 Departmental Budget Presentation / Discussion – Action

- a) County Clerk
- b) County Treasurer

Janet Loomis, County Clerk, walked the committee through her 2017 department budget. Motion by Supervisor Leary to approve of the 2017 County Clerk budget as presented.

Glenda Lyons, County Treasurer, presented her 2017 department budget to the committee. A few items she reviewed were: reduction in LTE time; staff looking at replacing ACS with new system; and incorporated changes in office procedures based on CliftonLarsonAllen recommendations. Motion by Supervisor Conlin to approve of the 2017 County Treasurer budget as presented.

2nd Quarter Financial Report / Discussion

County Treasurer
County Clerk
Finance Department

Financial reports for County Treasurer, County Clerk and Finance Department were recognized by the committee. No action at this time.

Referral from County Board / County Library System Exemption Request from Town of Fairchild and Village of Fairchild / Discussion – Action

Motion by Supervisor Conlin to approve of the request from both the Town of Fairchild and Village of Fairchild for exemption from the county library system. Motion carried 3-1.

Proposed Resolution / File No. 16-17/031 “Disallowing the Claim of Jesse Anderson Filed on June 29, 2016 Against Eau Claire County; Directing the County Clerk to Notify the Claimant of Said Disallowance” / Discussion – Action

Motion by Supervisory Leary to disallow the claim of Jesse Anderson. Motion carried.

Financial Activity Updates / Finance Director / Discussion – Action

County Sales Tax Report

Committee reviewed the updated sales tax report.

There were no county board chair vouchers or line item transfers at this time.

2017 Budget Process / Update / Discussion – Action

Supervisor Jim Dunning previously spoke with the County Administrator regarding how to address department 2017 budget requests. County Administrator to address this issue with the committee at the September meeting.

Discuss Future Agenda Items and Meeting Dates

Next meeting will be held on Thursday, September 8, 2016 at 4:30 pm.

Committee took a 10 minute break before the public input session.

Committee then moved into the public input session.

Public Input Session

The committee heard testimony (both oral and written) from the following individuals during the public input session:

- Mary Hayden (LE Phillips Senior Center)
- Carolyn Carlson (Living Wage issues)
- Donna Raleigh (Senior Center, ADRC, Mental Health)
- Del Dalane (Senior Center)
- Joyce Anderson (Immigration and its impact on county budget)
- Jon Case (Senior Center)
- Marlene Arntson (Senior Center)
- Jim Kreilich (Senior Center)
- Jackie Christner (Mental Health Care, TAD Funding, probation holds)
- Kay Radlinger (Citizens Employment & Training)
- Kathy Prentice (Senior Center)
- Pat Gardow (Senior Center)
- Mary/Ron Bohl (Senior Center)
- Mark Ruddy (CJCC programming)

With no more wishing to speak, the public input session was adjourned.

Committee meeting was adjourned at 7:15 pm.

Respectfully submitted,

Sharon M. Rasmusson
Committee Clerk

MINUTES

Eau Claire County
Committee on Finance and Budget
Thursday, September 8, 2016 / 4:30 pm

721 Oxford Avenue
Eau Claire County Courthouse – Room 1273
Eau Claire, WI 54703

Members present: Supervisors Jim Dunning, Robin Leary, Stella Pagonis, Nick Smiar
Members excused: Supervisor Mike Conlin

Staff present: Kathryn Schauf, County Administrator; Scott Rasmussen, Finance Director; Keith Zehms, Corporation Counsel; Janet Loomis, County Clerk; Diane Cable, Human Services Director;

Others present: Brock Geyen, CliftonLarsonAllen; Supervisor Bates, Andrew Doud; Brandon and Desiree Adkins

Chairperson Jim Dunning called the meeting to order at 4:30 pm.

Proposed Tax Deed Sale / Gas Station / Discussion – Action

Owner of this gas station in the City of Eau Claire spoke with the committee in May 2016 and requested that the interest and penalties be lifted. Mr. Nardo had filed personal bankruptcy January 2004. He stated that because of the bankruptcy filing, he thought he no longer owned the property; however, later discovered in a letter he received from the Wisconsin Department of Administration that due to possible contamination, this property was not taken in the bankruptcy proceedings.

Nardo stated that as of April 2015, the mailing address for CCF, Inc. was changed to 9431 Washington Circle, Chanhassen, MN. Nardo claims that in September 2015, he informed Eau Claire County of this change of address; yet he stated he never received a notice of back taxes due from the county. The taxes go back to 2005.

Assistant Corporation Counsel recommends that the county can now proceed with tax deed. Motion by Supervisor Pagonis to move forward and take the property on the corner of Vine and Third Street as tax deed. Motion carried.

Proposed Resolution / File No. 16-17/041 “Authorizing the Sale of Tax Deed Property to the Village of Fairchild for \$1.00; Directing Corporation Counsel to Prepare a Quit Claim Deed on the Described Property; Directing the County Clerk to Execute Said Quit Claim Deed on Behalf of Eau Claire County / Discussion – Action

Motion by Supervisor Leary to authorize the sale of tax deed property to the Village of Fairchild for \$1. Motion carried.

Claim of Brandon and Desiree Adkins vs. Eau Claire County / Discussion – Action

Corporation Counsel, Keith Zehms reviewed the statutory provisions for claims filed against the county. Motion by Supervisor Leary to disallow the claim. Motion carried 3-1.

Human Services Dept. Report on 2015 Final Budget and 2016 Fiscal Year Projections / Discussion

Due to a retirement and vacation of select staff members, a report on the final 2015 budget and 2016 fiscal year projections was not ready, but will be brought to the next meeting. Diane Cable, Human Services Director, indicated she had no concerns to report at this time.

County Audit Review / Discussion - Action

Brock Geyen, CliftonLarsonAllen was present and reviewed with the committee the draft audit and made recommendations in the audit report what areas can be improved upon. Mr. Geyen will provide an update to the County Board at their meeting on Tuesday, September 20, 2016.

Handling of Vouchers and Payments over \$10,000 / Discussion – Action *

Keith Zehms, Corporation Counsel, provided a memo to the committee with regard to the handling of vouchers and payments over \$10,000. CliftonLarsonAllen is currently doing a study on internal controls for the county, including the issue of disbursements over \$10,000. It was determined that any change in the current process should be consistent with the recommendations of CliftonLarsonAllen regarding internal controls. Once that is done, Corporation Counsel will draft code language with affirmation by the county board.

Internal Controls / Progress, Planning and Priorities / Discussion – Action

Update was provided on the internal controls that have been implemented.

2017 Budget Process Update / Discussion-Action

County Administrator Kathryn Schauf reviewed with the Committee the department budgets that will be submitted to the Committee on Finance & Budget. Looking at grouping departments this year.

Finance Department Financial Matters / Discussion-Action

Committee reviewed an updated copy of the county sales tax report. No County Board Vouchers or Line Item Transfers were submitted.

Committee Review/Approval of Minutes / Discussion – Action

- July 14, 2016
- July 19, 2016
- July 28, 2016
- August 16, 2016

Motion by Supervisor Leary to approve of the committee minutes of July 14, 2016, July 19, 2016, July 28, 2016 and August 16, 2016 as written. Motion carried.

Future Agenda Items / Set Next Meeting

Budget meetings will be held as follows: September 22, 2016; September 23, 2016; October 3, 2016; October 5, 2016 and October 6, 2016.

Committee adjourned at 7:15 pm.

Respectfully submitted,

Sharon M. Rasmusson
Committee Clerk