

**Minutes of the Judiciary and Law Enforcement Committee**  
**May 13, 2016**

Chair Wolff called the meeting to order at 8:30 a.m.

**Committee Members Present:**

Peter Wolff (left 9:26 a.m.)	Jim Batzko	Mike Crowley	Timothy Dondlinger (arr. 9:03 a.m.)
Kathleen Cummings	Jennifer Grant	Steve Whittow	

**Others Present:**

Clerk of Courts Kathy Madden	Sheriff Eric Severson
Business Manager Lyndsay Johnson	Inspector James Gumm
Financial Analyst Josh Joost	Legislative Policy Advisor Sarah Spaeth
Administrative Specialist Alison Ries	

**Legislative Update**

Spaeth stated the legislature is in recess however, legislative study committees are forming. Topics of interest to the committee include the publication of government documents and legal notices, reducing recidivism, how bail is assigned and posted for offenders and county crime prevention boards.

**Future Meeting Date**

- June 17, 2016

**Committee Welcome and Opening Remarks by Chair**

Chair Wolff welcomed members to the committee. He asked members to read and review materials prior to the meetings in an effort to enhance discussion.

**Nomination and Election of Vice Chair**

MOTION: Batzko moved, second by Grant to elect Kathleen Cummings as Vice Chair of the Judiciary & Law Enforcement Committee. Motion carried 6-0.

**Nomination and Election of Secretary**

MOTION: Whittow moved, second by Batzko to elect Jennifer Grant as Secretary of the Judiciary & Law Enforcement Committee. Motion carried 6-0.

**Discuss Committee Duties and Responsibilities as Written in the County Code of Ordinances**

Wolff provided an overview of the functions of the Judiciary and Law Enforcement Committee as outlined in Chapter 4 of the Waukesha County code. To ensure a quorum will be present, Spaeth asked committee members to notify County Board staff if they are unable to attend a meeting. She reminded members to hold questions/comments after presentations and to raise their hands and wait to be called upon by the chair before speaking. Spaeth further reminded members that it is important to follow open meeting laws and that all meetings are recorded and available to the public.

**Discuss and Consider Ordinance 171-O-009: Accept The 2016 State Of Wisconsin Department Of Transportation Highway Safety Grant And Modify Waukesha County Sheriff Department's 2016 Budget To Authorize Grant Expenditures**

Gumm discussed this ordinance which authorizes the Sheriff Department to accept a Wisconsin Department of Transportation (DOT) grant up to a maximum amount of \$113,500. The Department anticipated \$50,000 which was included in the 2016 Sheriff's adopted budget. This ordinance also authorizes the appropriation of

\$63,500 of Wisconsin Department of Transportation grant award funds in addition to the Sheriff's 2016 budget of \$50,000 for this purpose. The funding will be used to increase enforcement activities on road segments identified by the State as "at risk" based on crash frequency or severity due to alcohol use, travel speed, or lack of seat belt use. Of the funds awarded, \$54,500 will be used for additional overtime and associated benefit costs, and \$9,000 will be used for eligible equipment including radar units and preliminary breath test. Operating impacts are estimated to be nominal for the equipment repair and maintenance, and will be absorbed within the existing Sheriff's Department budget. This ordinance has no tax levy impact.

MOTION: Crowley moved, second by Whittow to approve Ordinance 171-O-009. Motion carried 6-0.

### **2015 Jury Report and Courts Update**

Madden distributed the *2015 Annual Jury Program Report*. She explained the development of a prospective jury list, balance and inclusiveness of the population in the selection process and the qualification and summoning process. Madden highlighted jury program expenses for the past 5 years and explained expenses include juror per diem and travel fees, juror supplies, printing, postage and civilian jury bailiffs. She stated expenses have declined significantly since 2011 partially due to the adoption of best practices and electronic technology. Responding to a question from Whittow, Madden stated a person can only serve on a jury once every 4 years.

Dondlinger arrived at 9:03 a.m.

Madden reported document scanning of the civil division is complete and the criminal traffic division will be complete in 18 months. She stated over 2,000,000 court documents have been scanned since the project began in 2007. Responding to Whittow's question, Madden stated closed cases are destroyed within 48 hours of scanning.

Wolff left the meeting at 9:26 a.m.

Madden reported the Wisconsin Supreme Court adopted mandatory e-filing in circuit courts. The approved plan calls for counties to implement mandatory e-file in civil, small claims, paternity, and family cases beginning July 1, 2016.

Madden reported the Wisconsin Supreme Court also recently passed three new rules, effective July 1, 2016, affecting confidential information in court records. These rules protect Social Security numbers and financial account numbers, require parties to identify confidential information as it is filed, and create forms and procedures for sealing records and redacting information. Taken together, the new rules are intended to reduce the opportunity for identity theft, enhance personal privacy, and provide greater clarity on protecting sensitive information.

MOTION: Crowley moved, second by Batzko to adjourn the meeting at 9:40 a.m. Motion carried 6-0.

Respectfully submitted,

Jennifer Grant  
Secretary