



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MEETING **AMENDED** AGENDA

Date & Time of Meeting: **Wednesday, August 4, 2021 at 1:30 pm**

Meeting Location **WebEx/Courthouse Assembly Room, (B105), Courthouse, 500 Forest St., Wausau**

Committee Members: Matt Bootz, Chair; Brent Jacobson; Vice-Chair, Jennifer Bizzotto; Bruce Lamont; Jean Maszk; Allen Opall; Arnold Schlei

Marathon County Mission Statement: *Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)*

Committee Mission Statement: *Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to public safety initiatives of Marathon County.*

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Public Safety Committee members and the public to attend this meeting remotely. Instead of attendance in person, Committee members and the public may attend this meeting by **telephone conference**. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees.

Persons wishing to attend the meeting by phone may call into the **telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:**

Phone#: 1-408-418-9388

Access Code: 146-159-7938

The meeting will also be broadcast on Public Access or at <https://tinyurl.com/MarathonCountyBoard>

When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!**

1. **Call Meeting to Order**
2. **Public Comment (15 Minutes)** *(Any person who wishes to address the County Board, or one of its committees, during the "Public Comment" portion of meetings, must provide his or her name, address, and the topic he or she wishes to present to the Marathon County Clerk, or chair of the committee, no later than five minutes before the start of the meeting.)*
3. **Approval of the June 30, 2021 Public Safety Committee Meeting Minutes**
4. **Policy Issues Discussion and Potential Committee Determination**
5. **Operational Functions Required by Statute, Ordinance or Resolution:**
 - A. Recommendation for consideration by the County Board to abolish 1.0 FTE Administrative Specialist (Window Clerk) (B21) position and create 1.0 FTE Criminal Justice Specialist (Court Clerk) (B22) in Clerk of Courts Office to take effect in 2021.
 - B. 2022 Budget Position Requests:
 - 1) Create 1.0 FTE Administrative Coordinator (Legal Secretary) B23 in the District Attorney's Office
 - 2) Create 1.0 FTE Communications Specialist (911 Dispatcher) B23 in the Sheriff's Office
6. **Educational Presentations/Outcome Monitoring Reports**
 - A. Update on Regional Morgue Taskforce
 - B. Update on Criminal Justice Coordinating Council
 - C. Review of the System Budgeting process from 2021 and future budgets
 - D. Continued discussion of Public Safety Committee Strategic Plan objectives
 - 1) What have we done?
 - 2) What do we need to discuss?
 - E. **Marathon County Constitutional Sanctuary County**
7. **Next Meeting Time, Location, Announcements and Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion
 - B. Next meeting: **Wednesday, September 1, 2021 at 1:30 pm**
8. **Adjournment**

*Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting

SIGNED /s/ Matt Bootz

Presiding Officer or Designee

FAXED TO: Wausau Daily Herald, City Pages, and

FAXED TO: Other Media Groups

FAXED BY: _____

FAXED DATE & TIME: 8/02/2021

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE & TIME: 8/02/2021



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MEETING MINUTES

Date & Time of Meeting: **Wednesday, June 30, 2021 at 1:30 pm**

Meeting Location **WebEx/Courthouse Assembly Room, (B105), Courthouse, 500 Forest St., Wausau**

Members	Present/Web-Phone	Absent
Chair Matt Bootz	X	
Vice Chair Jennifer Bizzotto	W	
Brent Jacobson	Phone	
Bruce Lamont	W	
Jean Maszk	W	
Allen Opall	W	
Arnold Schlei	X	

Also Present: Lance Leonhard, Michael Puerner, Chad Billeb, Bill Millhausen, Ryan Weber, Ruth Heinzl, Molly Lawrence, David Baker, and Toshia Ranallo.

VIA Web or Phone: Craig McEwen

1. Call Meeting to Order

The meeting was called to order by Chair Bootz at 1:30 p.m.

2. Public Comment – None

3. MOTION BY LAMONT; SECOND BY MASZK TO APPROVE THE MINUTES OF THE JUNE 2, 2021 PUBLIC SAFETY COMMITTEE MEETING. MOTION CARRIED.

4. Policy Issues Discussion and Potential Committee Determination

A. Resolution and Ordinance creating Criminal Justice Collaborating Council

Discussion:

Justice Alternatives Coordinator Laura Yarie provided background and explained the Criminal Justice Collaborating Council (CJCC) was created in 1994, but called the Justice Advisory Committee. The CJCC was formed to bring stakeholders together to review cases moving forward, evaluate the causes of jail crowding, and create programs as an alternative to putting individuals in jail. In 2010 the State created their own CJCC and made it a requirement for counties to have one in order to receive TAD funding. The state's CJCC became involved with the National Institute of Corrections on their Evidence Based Decision Making Project. Marathon County was invited to participate with this project and was instructed to be named the Evidence Based Decision Making Policy Team. This team and the CJCC started to operate as one. The team started to acknowledge they were missing out on some roles in the work they performed as the CJCC and so it was discussed to recreate the counsel and create bylaws to be codified in an ordinance. The Evidence Based Decision Making Policy Team would be a subgroup of the counsel. The CJCC would become another committee within the county board structure.

Action:

MOTION BY MASZK; SECOND BY BIZZOTTO TO MOVE THE RESOLUTION AND ORDINANCE TO CREATE A CRIMINAL JUSTICE COLLABORATING COUNCIL TO THE COUNTY BOARD. MOTION CARRIED.

Follow Up:

Forward to County Board.

5. Operational Functions Required by Statute, Ordinance or Resolution:

A. Administrative Reorganization to Address Dispatcher Priority

- 1) Abolish one Administrative Coordinator (B23) within the Sheriff's Office and create a new position Communication Specialist (B23) within the Sheriff's Office (Chad Billeb)
- 2) Reclassification of one Criminal Justice Specialist (B22) within the Investigations Division and assign this position to the Patrol Division as an Administrative Coordinator (B23) (Chad Billeb)

Discussion:

Chief Deputy Chad Billeb explained a shift in responsibilities and duties that warranted the reclassifications. No new levy dollars would be needed.

Action:

MOTION BY LAMONT; SECOND BY SCHLEI TO APPROVE TO ABOLISH ONE ADMINISTRATIVE COORDINATOR (B23) POSITION WITHIN THE SHERIFF'S OFFICE AND CREATE A NEW POSITION COMMUNICATION SPECIALIST (B23); AND TO RECLASSIFY ONE CRIMINAL JUSTICE SPECIALIST (B22) WITHIN THE INVESTIGATIONS DIVISION AND ASSIGN THIS POSITION TO THE PATROL DIVISION AS AN ADMINISTRATIVE COORDINATOR (B23). MOTION CARRIED.

Follow Up:

Forward to the HR Finance Committee.

- B.** Reclassification of the Law Enforcement and Corrections Manager(s) and Communication Manager (C52 to D61) to address compression issues between Captains and Lieutenants. (Chad Billeb)

Discussion:

Chief Deputy Chad Billeb explained there is a lack of separation in pay between lieutenants and captains. The solution after working with Human Resources Director Molly Adzic and Administrator Leonhard, is to move the current classification for captains up one grade and one grade lower from Chief Deputies.

Action:

MOTION BY MASZK; SECOND BY SCHLEI TO MOVE TO RECLASSIFY LAW ENFORCEMENT AND CORRECTIONS MANAGER(S) AND COMMUNICATION MANAGER FROM C52 TO D61. MOTION CARRIED.

Follow Up:

Forward to the HR Finance Committee

6. Educational Presentations/Outcome Monitoring Reports

- A.** Strategic Plan Update (Craig McEwen)

Discussion:

Supervisor Craig McEwen explained to the committee they are in the fourth year of the five year Strategic Plan. He reported on the committee's progresses and some of their objectives and outcome measurers outlined in the Strategic Plan.

- Supported but still pending: A policy to reconsider changes for the support of sports events occurring on county roads
- A resolution asking the state to provide funding for assistant district attorneys
- A revision of section 25.04 of the municipal code for a uniform addressing ordinance
- An agreement for a sheriff deputy to serve in Rib Mountain
- Joint meeting with Infrastructure to identify broadband challenges for east, west and north side county residents
- Regional Morgue Taskforce business plan updates
- Sheriff's department requests to the state to annually allocate funds for public safety answering points
- Update on recent legislation for OWI conviction laws
- Supported Administrator to lobby to change Medicaid lapses for individuals who were incarcerated and then released.
- Joined forces with fire department and Wausau Hazmat Team

McEwen reiterated the importance of filling in the strategic plan template previously sent to committee members on progress related to their goals and objectives.

7. Next Meeting Time, Location, Announcements and Agenda Items:

- A.** Next meeting: **Wednesday, August 4, 2021 at 1:30 pm**

8. Adjournment

MOTION BY MASZK; SECOND BY JACOBSON TO ADJOURN THE MEETING AT 2:09 P.M. MOTION CARRIED.

**APPENDIX B
NEW OR EXPANDED POSITION REQUEST**

I. GENERAL INFORMATION

Department: Clerk of Courts Date: 7-16-2021
Position Requested: Court Clerk FT PT FTE 100%
(If unsure of classification, indicate "To be determined") Number of Positions: 1
Division Position Will Be Assigned To: Branch 6
(Indicate NA if not applicable)
Projected Start Date of Position: 8-2-2021 Priority Number of This Position: 1
If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION See attached

- A. Is this position request compatible with the County's mission statement?
- B. What is your department's mission statement and how does position support this mission and/or department strategic plan?
- C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. plus attach relevant supporting data. If more than one position of the same classification is being requested, also justify the number requested.
- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?
- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?
- F. What will be the effect if the proposed position is not created?
- G. What criteria will you use to monitor the effectiveness and performance of the position. (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)

III. SPECIFIC DUTIES OF NEW POSITION See attached

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty.
- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?
- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)
- B. Explain specifically how position will be funded.

Amount of County tax levy: ~~_____~~ % of total costs: _____
Amount of any outside funding: ~~_____~~ % of total costs: _____
Source of outside funding: _____
Length of outside funding: _____
Likelihood of funding renewal: _____
Would this outside funding be used to offset the levy if not used for this position? _____

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how? *N/A*
- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how? *N/A*
- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain. *N/A*

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?

NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.

Shirley Lang 7-16-2021
Signature of Supervisor/Manager Completing Request Date

Shirley Lang 7-16-2021
Department Head Signature Date

**APPENDIX B
NEW OR EXPANDED POSITION REQUEST**

II. FULL EXPLANATION OF NEED FOR POSITION

A-G. The State of WI determined that Marathon Co was in need of and approved the 6th judge position for Marathon Co to help relieve some of the caseload. Marathon Co also agreed that the Circuit Courts were in need of the 6th judge position and were in support of this additional judgeship. The need for another Judge was obvious because of the growing number of cases and treatment courts the judges are involved with. We need to move cases faster thru the system which will help the jail, the victims and the community.

We have a 6th Courtroom, chambers and office area that will accommodate the new 6th judge so we did not have to bear the expense of a whole new courtroom and other areas. But, we do need to staff that branch and every judge is entitled, by statute, to have a Court Reporter and a Judicial Assistant. The judge can interview and pick who they want to fill those positions. Also, the courtroom cannot operate without a court clerk, this person is so important to the daily operations of the courtroom and what the judge needs on the bench.

The Court Reporter is State funded. The judicial assistant and the court clerk are county employees.

III. SPECIFIC DUTIES OF NEW POSITION

The Court Clerk (Criminal Justice Specialist) is a very important part of any Branch. I have attached the job description and time spent on duties from the position reclassification in 2019. This person works closely with the judge and they also need to build good relationships with both internal and external attorneys and departments.

IV. POSITION COSTS AND FUNDING SOURCES

The total cost of this position would be approximately \$55,500, this includes taxes and insurance.

There is an open window position (Administrative Specialist) in the clerk of courts office which would cover the cost of this new position.

Clerk of Courts Office - Administrative Specialist B21 - Window Position
Proposed Criminal Justice Specialist (Court Clerk Branch 6) B22

1 Full time Employee 100.00%
Annual Hours 2080

Current DBM

		Minimum	Mid-Point	Maximum
Item	Projected 2021 Rates	\$16.16	\$18.99	\$22.47
DBM B21 - Wages		\$33,613	\$39,499	\$46,738
FICA Retirement	6.20%	\$2,084	\$2,449	\$2,898
FICA Medicare Rate	1.45%	\$487	\$573	\$678
Unemployment Insurance	0.10%	\$34	\$39	\$47
Retirement - Employer	6.75%	\$2,269	\$2,666	\$3,155
Worker's Comp - Clerical	0.08%	\$27	\$32	\$37
Estimated Cost		\$38,514	\$45,258	\$53,553

Proposed DBM and Wage Increase to Hourly Rate Effective full pay period after approval

		Minimum	Mid-Point	Maximum
Item	Projected 2021 Rates	\$17.66	\$20.75	\$24.55
DBM B22 - Wages		\$36,733	\$43,160	\$51,064
FICA Retirement	6.20%	\$2,277	\$2,676	\$3,166
FICA Medicare Rate	1.45%	\$533	\$626	\$740
Unemployment Insurance	0.10%	\$37	\$43	\$51
Retirement - Employer	6.75%	\$2,479	\$2,913	\$3,447
Worker's Comp - Clerical	0.08%	\$29	\$35	\$41
Estimated Cost		\$42,088	\$49,453	\$58,509
Cost to Reclass from B21 to B22:		\$3,574	\$4,195	\$4,956

Abolish Vacant PCN4007 and create New Position as Criminal Justice Specialist.

**Criminal Justice Specialist
(Court Clerk)
Payroll Occ Code: 5015 (291)
DBM Rating: B2
FLSA: Non-Exempt
Reports to: Assistant Administrative Manager**

Position Summary:

Employees in this class are responsible for assisting the Clerk of Court in fulfilling legal responsibilities in the courtroom. Work extends to filling in for the elected Clerk of Court and performing all of the courtroom duties the elected Clerk of Court would perform if present in the courtroom. Work is performed in accordance with both legally established and traditionally established procedures and involves responsibility for accuracy and accountability. Employees in this class make few independent decisions. Employees in this class do not supervise subordinates. Work originates from the normal operating demands of the various Branch courts. Close supervision and direction is received from both the elected Clerk of Court and the judge in whose courtroom the work is being performed. Work is reviewed mostly by inspection of written and automated records maintained by Clerk of Court. The work involves public contact with citizen jurors, with other citizens appearing in court, and attorneys.

Full-time position is responsible for providing efficient service and coordination of courtroom operations. Involvement begins with preparing docket of cases to be called, securing information for the judges to ensure all critical issues are addressed, entering real time information into CCAP, preparing appropriate legal documents, and ensuring the safety within the courtroom. The Criminal Justice Specialist may also assist in other areas of the Clerk of Court's office.

Examples of Work Performed:

The following duties are typical for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Keeps the minutes of proceedings with the aid of in-court processing via the CCAP software, including but not limited to the time the case was called, names of jurors serving, opening statements by attorneys, motions during trial, etc., using a computer terminal in the courtroom.
- Marks all exhibits during court trials and is responsible for all exhibits being returned to the court file. Takes exact minutes of all pleas and court ordered sentences. When necessary, cross references other cases on-line via the CCAP software. Administers oaths and swears in witnesses.
- Conforms, certifies, and signs court documents; signs such documents as empowered by the court, such as orders of reference, court certificates, jail releases, etc.
- Regularly works with lawyers, District Attorney's Office, Public Defender's Office, other County employees, litigants, and the public requiring good communication skills. Maintains effective working relationships with these people.
- Performs secondary duties as back-up in other courts and divisions which may include maintaining files, data entry of cases on automated system, docketing, filing, record searches, etc.
- Assists the public at the counter and in telephone contacts.
- Assists and prepares files for scanning.
- Develops solutions to work issues that add value for our customers.
- Participates in establishing professional development goals that are supportive of broader County goals.
- Maintains regular and predictable attendance; works extra hours as required.

- Performs related work as required.

Knowledge, Skills, and Abilities:

- Knowledge of courtroom proceedings and the judicial system, CJS must be able to demonstrate an appropriate set of skills to include multi-tasking, problem-solving, attention to detail, the ability to working a fast paced environment, and effective decision making.
- Ability to anticipate the evolving needs within the courtroom, and coordinate with external parties including jail staff, court security, attorneys, and judicial assistants.
- Knowledge of the general workings and functions of criminal, civil, traffic, juvenile, and family court.
- Ability to learn moderately complex procedures through direct in-service training.
- Ability to speak clearly and forcefully in a courtroom setting.
- Punctuality and ability to adhere to tight time scheduling.
- Skill in operating a personal computer in completing data entry and limited word processing.
- Knowledge of basic computer functions and ability to coordinate use of various media usage including TV, video conferencing, phones and other electronic devices.
- Ability to write clearly and legibly.
- Understands the County's and department's mission, core values, plans, and priorities for the future.
- Ability to contribute to a positive work culture that fosters excellent customer service and teamwork.

Qualifications:

High school graduation or equivalent and 2 years clerical office experience; OR equivalent combination of related post high school education and experience. Experience in the legal field is preferred but not required.

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at times.

Selection Procedure:

Selection of the successful candidate may be made by assessment of experience and education, criminal record check, oral interview; review of references, written background inventory, and other appropriate job-related selection procedures. All applicants will be notified as to the status of their application.

Compensation: Salary Range (B22)

APPENDIX A
NEW OR EXPANDED POSITION REQUEST

I. GENERAL INFORMATION

Department: Marathon County District Attorney

Date: May 27, 2021

Position Requested: Administrative Coordinator
(If unsure of classification, indicate "To be determined")

FT PT FTE _____%
Number of Positions: 1

Division Position Will Be Assigned To: NA

(Indicate NA if not applicable)

Projected Start Date of Position: January 1, 2022

Priority Number of This Position: 1

If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION

A. Is this position request compatible with the County's mission statement?

Mission

Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly, or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business.

The position of Administrative Coordinator is compatible with the County's mission statement. (The Administrator Coordinator position will hereinafter be referred to as a Legal Assistant.) The purpose of the Legal Assistant position is to provide support and assistance to the prosecuting attorneys. The Wisconsin Supreme Court and the American Bar Association recognize that the District Attorney and all prosecutors within the District Attorney's Office have special responsibilities. "A prosecutor has the responsibility of a minister of justice and not simply that of an advocate. This responsibility carries with it specific obligations to see that the defendant is accorded procedural justice and that guilt is decided upon the basis of sufficient evidence." Wisconsin Supreme Court Rule 20:3.8, ABA Comment. The Marathon County District Attorney's Office is at the heart of Marathon County's mission to be the healthiest, safest, and most prosperous county in the State of Wisconsin.

The 12 prosecutors in the Marathon County District Attorney's Office are responsible for the prosecution of all crimes that occur in this Marathon County. Statutorily, Marathon County is required to provide "adequate and sufficient" resources to "fulfill the responsibilities of [the District Attorney's] office. Sec. 978.13(2)(b), Wis. Stats. The Marathon County Board previously recognized in Resolution #R-40-17 the need for adequate resourcing:

"WHEREAS, the Wisconsin criminal justice system is made up of multiple entities, each of which depends upon the others to function efficiently; and when one part of the system is neglected, the entire system is impacted..." Marathon County Board Resolution #R40-17.

Further, Marathon County has affirmatively stated to the Department of Administration that our County "stands ready to provide the necessary office space and support staff for those prosecutors to be successful." Administrator Karger letter dated September 4, 2018. The Marathon County District Attorney's Office remains one of the most understaffed District Attorney's Offices in the State in terms of staff to support the

prosecutors.

The District Attorney's Office is central to public safety. Marathon County's prosecutors are responsible for ensuring the effective, efficient and just enforcement of the criminal laws and the administration of criminal justice throughout the county. – According to the latest Wisconsin Department of Administration Workload Analysis, the Marathon County District Attorney's Office with the current staffing of 12 attorneys, is 5.7 attorneys below what is needed for their workload. The prosecutors must rely more heavily on the Legal Assistants to absorb more responsibilities in an attempt to stay in front of the workload. Conversely, understaffing of the Legal Assistants has forced our prosecutors to do legal assistant work in an attempt to move cases forward. The timely documentation, assembly, and review of case file materials is a critical component in ensuring that Marathon County-remains a safe community for all to enjoy.

- B. What is your department's mission statement and how does the position support this mission and/or department strategic plan?

Mission

The Marathon County District Attorney's Office is committed to strengthening law enforcement's relationship with the public; enhancing the quality of life for the citizens of Marathon County; and ensuring that crime victims be treated with sensitivity, fairness, compassion and respect.

The District Attorney's Office consists of 12 attorneys including the District Attorney, 1 Deputy District Attorney and 10 Assistant District Attorneys. Each attorney reviews and evaluates law enforcement investigations to determine whether there has been a violation of state law or county ordinances. The proper and timely enforcement of the law is essential to the public's relationship with law enforcement, reduces stress and anxiety of the victims of crime, and best promotes the safety of Marathon County's citizens.

- C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.

In the 2019 budget process, the Marathon County District Attorney's Office presented to the Marathon County Board information concerning the critical understaffing of attorneys, legal assistants, and victim witness staff. The Marathon County District Attorney's Office is one of the most understaffed offices in the State in each of these roles. The Legal Assistants are staffed at 4 for the 12 prosecutors. The County's Corporation Counsel's Office has 4 attorneys with 2 Legal Assistants and 2 paralegals to support their attorneys. The Circuit Court Judges also have a 1:1 staff ratio with each Judge having an assigned judicial assistant. Our Legal Assistants are county employees and provide staffing support to our prosecutors. This position requires attention to detail and timeliness. The Legal Assistants are the frontline in ensuring that critical documents are sent/received, the thousands of law enforcement investigative reports are sorted and organized, and timelines and deadlines are met. An overwhelming volume of cases for the Legal Assistants makes mistakes inevitable. Mistakes in the prosecution of criminal cases can result in unacceptable consequences for the liberty of the accused, the rights of victims, and public safety. If the Legal Assistants do not have adequate staffing to assemble the 5,200+ referrals received by the District Attorney's Office, delays in case processing will result in unacceptable consequences for the accused, the victims, public safety and costs to Marathon County. Any delay in case processing corresponds to increases in the number of days in jail, a cost incurred by our County's taxpayers. The District Attorney's Office needs a total of 17.6 prosecutors to adequately staff our office, but the State has only allotted us 12.

The District Attorney's Office is responsible for prosecution of criminal charges in Marathon County. The District Attorney's Office is required to comply with a crime victim's rights under the Wisconsin Constitution effective May 4, 2020. The amendment to Wisconsin's constitution did not come with additional resources for District Attorney's offices. As noted above, efficient case processing requires

that the District Attorney's Office provide all discoverable materials to the Defendant or Defense Counsel in a timely manner. The redaction of crime victim information from law enforcement reports to protect the privacy rights of victims of crimes is required pursuant to Wisconsin's Constitution and Chapter 950 of the Wisconsin Statutes. Redaction obligations apply to any cases of the approximately 2,414 open/active files in the District Attorney's Office in which there is a victim.

One case of the 2,414 can consist of thousands of pages of materials for the prosecution. For example, if a crime victim is injured as a result of the crime and receives medical attention, the medical records will likely become part of the criminal prosecution. Each page of the hundreds or thousands of medical records needs to be reviewed for redaction. This redaction review is in addition to the review of the police reports. Unreasonable caseload volumes will result in mistakes, delays or both.

In addition to the pending criminal matters, legal secretaries also help to assemble, provide discovery and support approximately pending 375 traffic and forfeiture cases and 47 delinquency cases. Not represented these 2,836 cases pending at any given time is numerous cases that are being litigated after conviction. These cases require subpoenas and motion practice and often are the subject of litigation because the case resulted in a significant prison sentence. Often times these cases, as well as juvenile delinquency cases, have strict timelimes. Our prosecutors spend the vast majority of their work day in the courtroom litigating cases. Legal Assistants play a critical role in proper criminal justice case processing. If a prosecutor misses a deadline or fails to provide documentation in a timely manner, the case may be delayed with significant consequences to the defendant, the victim, and cost the county financially through jail bed days and wasted court time. The staffing level of the Marathon County District Attorney's Office is far below the general standard in the profession and amongst District Attorney's Offices statewide.

- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?

This position would benefit Marathon County by allowing the District Attorney's office to more effectively and efficiently prosecute criminal cases. Providing reports to the defense attorney in a criminal case is a critical part in case processing. The discovery process is often delayed significantly by the inability to locate or copy digital media, which results in delays in the criminal justice system. If a Defendant remains in custody, this delay results in longer jail stays and, for both the victim and Defendant, it results in a delay in justice. A recent examination of the jail population showed that the inmates being held in pretrial custody are charged with serious and multiple crimes which involve extensive discoverable materials and complex litigation. The delay in processing these materials will result in longer jail stays for these inmates. In order to effectively and efficiently process and move cases through the court system, the District Attorney's Office must have the resources to deal with the volume and complexity of our caseloads.

The District Attorney's Office cannot achieve our Office's mission and thereby the County's mission without proper legal assistant staffing levels.

- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?

The District Attorney's Office has triaged the increasing volume of discoverable materials with the current resources. We have evaluated every aspect of our internal case processing system for the last 3 years to make every efficiency possible within our resources. We have a culture of asking the question, "Why?" Why do we do the process the way we do? If the answer is not obvious, we have a standing committee who evaluates the process from every stage and develops improvements. We have worked tirelessly to become as efficient and effective as possible. In criminal justice system mapping sessions, the number one concern raised by the system partners is accountability for timely case processing. In May 2020, the Wisconsin voters passed a Constitutional Amendment that entitles crime victims to have disposition of their cases without any unreasonable delay. It is unreasonable to delay disposition of a

case for the crime victim, the defendant, and the public, because of inadequate resources to perform our mandated legal and ethical responsibilities as prosecutors.

F. What will be the effect if the proposed position is not created?

If the Legal Assistant staffing in the District Attorney's Office is not increased, unnecessary case processing delays will occur resulting in significant financial impact to the County and unreasonable delays to victims and defendants. Further, without adequate Legal Assistant staffing, irreversible errors may occur that may result in injustice and a negative impact on public safety. With the current resources, it is unlikely that the District Attorney's Office will be able to comply with victim's rights and discovery obligations. We will either succumb to mistakes based on the speed needed to deal with the volume or our process will be unreasonably delayed in violation of victims' rights, defendants' rights and at the expense of the public.

G. What criteria will you use to monitor the effectiveness and performance of the position. (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)

The effectiveness and performance of this position will be measured in the following ways: the prosecutors' ability to meet the timeline of discovery provided by the laws of the State of Wisconsin and the court; no concerns raised by crime victims as to violation of their rights; and no case processing delays due to failure to provide discoverable materials.

III. SPECIFIC DUTIES OF NEW POSITION

A. List the specific duties the position will perform plus the approximate percentage of time to be spent on each duty.

1. Discovery – 50% (5% during intake weeks)
 - Sort virtual paper discovery in Laserfiche
 - Bates number virtual paper discovery in Laserfiche
 - Prepare discovery letters and add discovery cost to discovery fees spreadsheet
2. Mail – 25%
 - Paper mail
 - E-filing queue
3. Prepare Subpoenas/Notices – 10%
4. Prepare Writs – 5%
5. Intake duties – 45% during intake weeks
 - Check intake list for pending cases, if any warrant cases are paper files.
 - Change assignment on all intake events for the day to the Intake Attorney.
 - Check if initial appearance has been made for any warrant and bond-out cases and, if not, print Complaint for Intake Attorney
 - Generate Notice for Prelim Testifier on cases listed in email from Intake Attorney.
 - Assist law enforcement with filing executed search warrants.
 - Generate Protect report every Tuesday and Thursday listing review hearings and email report to distribution list
 - Summons List – write case numbers on sheet for each case and on Complaints
6. Case Closure – 5%
 - Verify evidence dispo is marked
 - Verify relationship between defendant and victim noted in domestic cases
7. Prepare school letters for cases that defendant is 17 yrs old – 5%
 - If no school entered in Protect, check police reports.
 - If no school noted in police reports, send request to agency to find out school attended

B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

The time demands of this position, the expertise, and the specialized knowledge would not allow another department to meet our needs. However, the Legal Assistants are incredibly important liaisons to other county departments, including the Clerk of Courts Office, the Marathon County Sheriff's Office, and the Marathon County Department of Social Services. They troubleshoot issues with these departments and provide information on a daily basis and their availability and timely responses are critical to the proper collaboration between the departments.

- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

Our current legal assistants, office manager, paralegal and prosecutors are absorbing the work of our needed legal assistant to the detriment of case quality and efficiency.

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

- B. Explain specifically how position will be funded.

Amount of County tax levy: \$39,837 to \$55,394 salary % of total costs: 100%
(Employee Resources to calculate benefits)

Amount of any outside funding: NA % of total costs: _____

Source of outside funding: NA _____

Length of outside funding: NA _____

Likelihood of funding renewal: NA _____

Would this outside funding be used to offset the levy if not used for this position? _____

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how?

Yes, the improved efficiency in case processing will decrease the amount of time spent in pretrial jail custody and, thereby, lower the amount of county money spent to house those inmates. Improved effectiveness of prosecution will improve public safety for the citizens of Marathon County.

- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how?

The legal assistant position will provide preventative services by providing the resources we need to continue to effectively and efficiently prosecute cases. The effective and timely prosecution of cases is essential to public safety and the reduction of recidivism. Without this position, the District Attorney's Office will be forced to either cut corners and/or slow down case processing.

- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain.

The position costs cannot be offset by reducing or eliminating other functions with the District Attorney's Office. We have already eliminated our receptionist to try to assist in covering a deficit in victim witness staffing. We also already reallocated a legal assistant position to a paralegal position to provide a resource for higher level case management. If our prosecutors are not adequately supported, their caseloads become even more overwhelming and the addition of another State prosecutor to our office in 2019 will not result in the desired increased efficiency because there is not adequate staff to support the prosecutor. The prosecutor can only prosecute cases as quickly as their Legal Assistant can process the

cases. We are one of the most understaffed District Attorney's Offices in the State in every aspect. The work of the District Attorney's Office is mandated by the Wisconsin Statutes and the Wisconsin Constitution.

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?

NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.

Nancy Solberg
Signature of Supervisor/Manager Completing Request

May 27, 2021
Date


Department Head Signature

May 27, 2021
Date

Title - Administrative Coordinator (Legal Secretary)

DISTRICT ATTORNEY OFFICE

FTE = 1.0

2022 BUDGET PLANNING - NEW POSITION COST

Item	2021 Rates	Minimum	Mid-Point	Maximum
DBM B23		\$39,837	\$46,809	\$55,394
Health - Family	\$1,963.00	\$23,556	\$23,556	\$23,556
Dental - Family	\$62.00	\$744	\$744	\$744
FICA Retirement Rate	6.20%	\$2,470	\$2,902	\$3,434
FICA Medicare Rate	1.45%	\$578	\$679	\$803
Unemployment Insurance	0.10%	\$40	\$47	\$55
Retirement - Employer	6.75%	\$2,689	\$3,160	\$3,739
Worker's Comp - Clerical	0.05%	\$20	\$23	\$28
PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost *		\$70,480	\$78,466	\$88,299

Item	2021 Rates	Minimum	Mid-Point	Maximum
DBM B23		\$39,837	\$46,809	\$55,394
Health - Employee without Health				
Dental - Employee with out Dental				
FICA Retirement Rate	6.20%	\$2,470	\$2,902	\$3,434
FICA Medicare Rate	1.45%	\$578	\$679	\$803
Unemployment Insurance	0.10%	\$40	\$47	\$55
Retirement - Employer	6.75%	\$2,689	\$3,160	\$3,739
Worker's Comp - Clerical	0.05%	\$20	\$23	\$28
PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost *		\$46,180	\$54,166	\$63,999

APPENDIX B
NEW OR EXPANDED POSITION REQUEST

I. GENERAL INFORMATION

Department: Sheriff's Office Communications Division Date: March 11, 2021

Position Requested: Public Safety 911 Dispatcher – B23 FT PT FTE _____ %
(If unsure of classification, indicate "To be determined") Number of Positions: 2

Division Position Will Be Assigned To: Communications Division
(Indicate NA if not applicable)

Projected Start Date of Position: 01/2022 Priority Number of This Position: #1
If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION

- A. Is this position request compatible with the County's mission statement? *Yes, these 2 positions will better allow the 911 Center to make Marathon County the safest in Wisconsin*
- B. What is your department's mission statement and how does position support this mission and/or department strategic plan? *The Marathon County Sheriff's Office exists to provide a safe, secure and crime-free community through trust-building, enforcement and public safety management.*
- C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. plus attach relevant supporting data. If more than one position of the same classification is being requested, also justify the number requested. *Please reference the attached "Marathon County Sheriff's Office 911 Communications Division Analysis" prepared by Northwestern University Center for Public Safety.*
- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs? *These positions will allow us to add a radio channel which will relieve some of the congestion on the emergency radio system which will in turn provide better officer safety. This will also allow us to staff more dispatchers enabling us to sign into the 911 system so we are able to answer more 911 calls as they come into our center*
- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position? *We have consolidated or eliminated many tasks and have now resorted to having Communications Supervisors working an active console instead of supervising. Due to the growth of emergency services in Marathon County, the Communications Center needs to also grow to meet the demand.*
- F. What will be the effect if the proposed position is not created? *We will continue to provide the best service we can to the citizens and emergency responders. However, due to the extremely saturated radio channels officer/deputy safety concerns will remain present and continue to worsen as the officers/deputies cannot get on the radio when needed. During extreme weather events or large scale emergencies not as many 911 calls will be able to be answered and they will then divert to another county resulting in the timely service our citizens expect to be diminished.*
- G. What criteria will you use to monitor the effectiveness and performance of the position. (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?) *The decrease in overtime being paid and the amount of time the Communications Supervisors will not need to work a console and rather supervise the center.*

III. SPECIFIC DUTIES OF NEW POSITION

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty. *Please refer to the attached "Job Description"*
- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not? *No, these positions are unique to the Communications Division and Sheriff's Office. These as specially trained Emergency 911 Dispatchers that spend approximately 18 weeks in training to become proficient*
- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable? *The work is being done to the best of our ability, but at a cost of short staffing and using Communications Supervisors as Dispatchers. Most shifts we cannot answer more than five (5) 911 calls at a time. We need to add a radio channel and we cannot do that without adding 6 Dispatchers. It takes 6 Dispatchers to staff one radio channel 24/7.*

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.) *Depending on if the employee takes the Single, Employee plus 1 or Family benefit plans this is the range for both positions. \$108,742.40-\$134,825.60. These figures are based on the starting wage over the past year as provided by finance.*

- B. Explain specifically how position will be funded.

Amount of County tax levy: \$108,742.40 - \$134,825.60 % of total costs: 100_____

Amount of any outside funding: To be discussed with County Administrator % of total costs: ?_____

Source of outside funding: TBD_____

Length of outside funding: TBD_____

Likelihood of funding renewal: TBD_____

Would this outside funding be used to offset the levy if not used for this position? Unknown_____

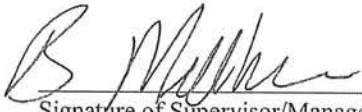
- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how? *Yes, it will allow us to decrease the overtime spent once we would be at full staff.*
- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how? *Yes, Marathon County is a growing community and therefore emergency services such as Fire and EMS are growing and becoming full-time departments. By adding these positions it will allow the Sheriff's Office Communications Center to better and more efficiently serve the citizens when they call or need emergency services. We will also be able to better serve the emergency responders in the field. All of this is speaks directly towards the county's goal of being the safest county in Wisconsin*
- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain. *Not that I am aware of.*

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?

NOTE: An updated or new Position Description Questionnaire (PDQ) may be

necessary to complete the job evaluation process.

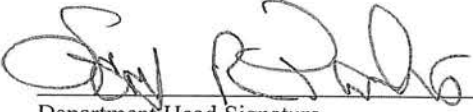


Captain William Millhausen

Signature of Supervisor/Manager Completing Request

March 11, 2021

Date



Sheriff Scott Parks

Department Head Signature

March 11, 2021

Date

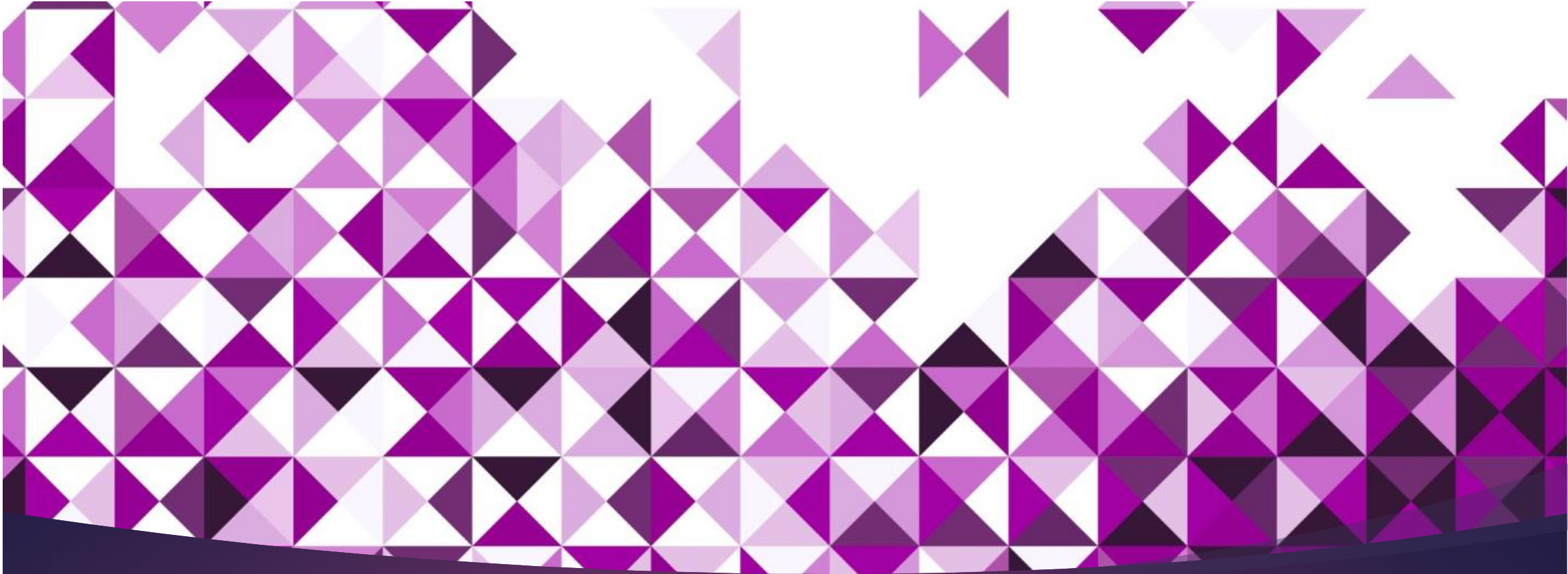
Communication Specialists - B23

Sheriff Communications

FTE = 2.0

2022 BUDGET PLANNING - NEW POSITION COST

Item	2021 Rates	Minimum	Mid-Point	Maximum
DBM B23		\$39,837	\$46,809	\$55,394
Health - Family	\$1,963.00	\$23,556	\$23,556	\$23,556
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PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost for 1 FTE:		\$70,480	\$78,466	\$88,299

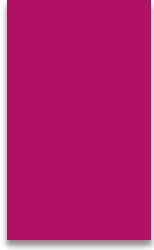
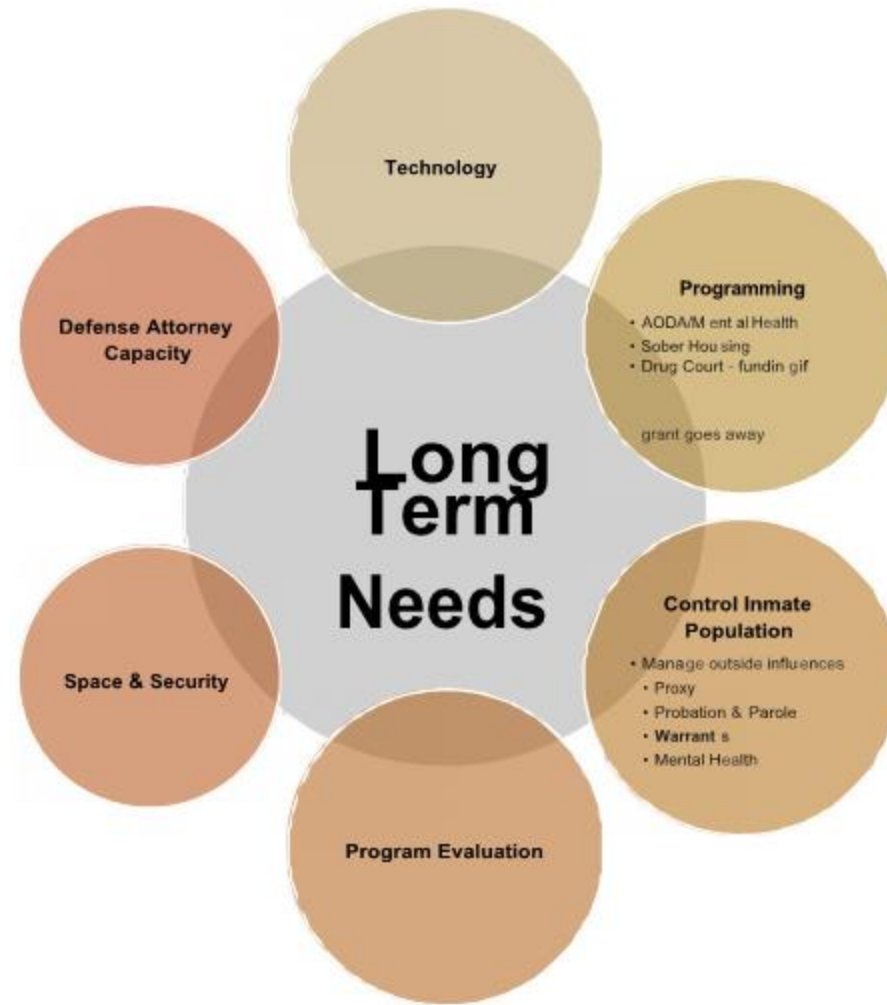


Criminal Justice System Budgeting

PRESENTERS SUPERVISORS BOOTZ AND JACOBSEN







What opportunities do you see?

- ▶ Increase Revenues
- ▶ Share Positions
- ▶ Create Efficiencies
- ▶ Reduce Expenditures



Increase Revenues

- Electronic monitor fees
- Restitution collection
- Recover more costs

Share Positions

- Warrant Paralegal SO/DA
- Mental Health & AODA by Video
- Evidence codes, reviewer, tagger
- Data collection/reporting
- Diversion program with jail staff/social worker
- Judicial Assistant Sharing

Create Efficiencies

- Allow inmates to call their lawyer- less turnover of attorneys which leads to delays
- Countywide LE System
- Countywide recording system
- Interface of data between departments and DA's Office
- Set expectations of Law Enforcement to review digital evidence and tag
- Electronic Calendaring
- Law Enforcement identify when someone will need an interpreter
- Service overlap
- Jail phone call review
- Collaboration Attic/Sheriff's Office - Electronic Monitoring
- Criminal Justice Data Analyst
- Increase Technology to see inmates
- Jail Procedures
 - Huber
 - Electronic Monitoring
- Use ordinance instead of criminal laws for low level offenses

Reduce Expenditures

- Translation
- Inpatient treatment improvement @ NCHC
- Court appointed attorneys that overcharge
- Video court from jail as much as possible
- Case processing
- Sharing county health evaluations or mental health personnel with the courts
- Driver education for non-English speaking
- Elimination of preliminary hearings (legislative action needed)

Memos

- ▶ Digital Evidence Management System
- ▶ Expand Electronic Monitoring
- ▶ Securus Technology

Immediate Needs

- ▶ Create 1.0 FTE Administrative Coordinator (Legal Secretary) B23 in the District Attorney's Office
- ▶ Create 1.0 FTE Communications Specialist (911 Dispatcher) B23 in the Sheriff's Office

Criminal Justice Collaborating Council

Public Safety Strategic Plan Priorities:

3.3 – Ensure that every child makes it to adulthood with health, stability, and growth opportunities.

3.7 – Ensure that every person has local access to effective mental health treatment.

7.1 – Provide cost-effective and high-quality public safety services*****

7.2 – Mitigate the impacts of heroin and methamphetamine epidemics in Marathon County through evidence-based practices.

Public Safety Strategic Plan items discussed at Standing committee meetings:

- May 2020 What are the Committee's priorities for the next two years in light of the Strategic Plan and Comprehensive Plan (Executive Summary)? – discussion

- July 2020

- 1) Intergovernmental Agreement with the Town of Rib Mountain for Law Enforcement Services
- 2) 911 Emergency Dispatch Center Completed Renovation
- 3) Application for UniverCity Year Grant to move forward Strategic Plan objective 7.1
- 4) Update on COVID-19 Courthouse Operations , Development of Court Safety and Operational Plans

- August 2020

- 1) Update on the Regional Morgue (Forensic Science Center) Business Plan
- 2) Marcy's Law – Impact it has on District Attorney's Office and Court Operations
- 3) Marathon County Sheriff's Office Seeking Information Relative to Implementation Of Body Cameras as Part of 2021 Annual Budget
- 4) FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG)

- September 2020

- 1) Update on the Jail and our COVID preparedness and reimbursement response (Chad Billeb)

- 2) Update on the Strategic Plan (Craig McEwen)
- 3) Update on UniverCity Application – specific criminal justice related topics

- November 2020

- 1) Update on Impact of Recent Legislation on Operating While Intoxicated Treatment Court and Next Steps Relative to Treatment Court Operations Planning (Huber and Yarie)
- 2) Wisconsin Changes Policy relative to Medicaid Coverage for Incarcerated Individuals (Leonhard) 1) What does this mean for inmates?
<https://www.dhs.wisconsin.gov/news/releases/101620.htm>
- 3) Update from Sheriff's Office on COVID-19 Mitigation Efforts Within the Jail (Billeb)
- 4) Status of the District Attorney's Office in light of the County's Prioritization and Upcoming Judicial System Changes – (Wetzsteon)

- December 2020

- 1) Diversion Programs – What are they, who do they serve, and how do they impact our justice system? (Ruth Heinzl)
- 2) Law Enforcement Appreciation Project (LEAP) (Kara Mohr-Weiland)
- 3) Update on our Evidence-Based Decision-Making Pretrial Assessment & Case Management Planning and Pilot.
- 4) Review of Draft System Budgeting Approach and Timeline
- 5) Resolution amending Chapter 9 Of The General Code Of Ordinances, Relating To Regulations Relevant To Public Peace And Good Order Within Marathon County

- February 2021

- 1) Resolution – Support for Amendments to 2019 Wisconsin Act 106 and WIS. STATS. § 343.31(1M)(B) Regarding Operating While Intoxicated (OWI) Offenses

- March 2021

- 1) State Reimbursement for Housing Inmates Pending Transfer to Prison, Jail huber/Electronic Monitor Pilot (Sandra LaDu)
- 2) Update from Justice Alternatives Coordinator (Laura Yarie) on effort to Develop Key Performance Indicators (KPIs) for Justice Alternatives Programs
- 3) Discussion of the Governor's Proposed Budget and how it Impacts County Departments over which this Committee has Policy Oversight Responsibility

- April 2021

- 1) State Reimbursement for Housing Inmates Pending Transfer to Prison, Jail Huber/Electronic Monitor Pilot (Sandra LaDu)
- 2) Update on System Budgeting efforts
- 3) Discussion of the Governor's Proposed Budget and how it Impacts County Departments over which this Committee has Policy Oversight Responsibility
 - a. What priorities do you believe Marathon County Board leadership should express to legislative representatives through the budget process
- 4) Marathon County Strategic Plan Objective 7.1 – Provide Cost-Effective and High Quality Public Safety Services
 - a. What was accomplished in 2020 by this committee relating to implementation of the Strategic Plan?
 - b. What are the plans for 2021 relating to the implementation of the Strategic Plan?
 - c. Does this committee understand their role for implementing the Strategic Plan?

- May 2021

- 1) Review of Past Discussions of County Event Policy and Discussion of Next Steps
- 2) DOJ Requests a Letter of Support be sent to Legislators for Treatment Alternative Diversion Program Funding
- 3) Update from Justice Alternatives Coordinator (Laura Yarie) on effort to Develop Key Performance Indicators (KPIs) for Justice Alternatives Programs
- 4) Update on Pretrial Case Management
- 5) Marathon County Shelter Home update
 - a. What is it, current financial operations, and long-term does Marathon County address this need in some other manner?
- 6) Update on Criminal Justice System Budgeting

- June 2021

- 1) Recommendation to Amend the 2021 Capital Improvement Program to add Regional Forensic Science Center Project – Facility Acquisition and Design (Jessica Blahnik), to be forwarded to the Capital Improvement Committee for consideration
- 2) 2022 Capital Improvement Program request for Regional Forensic Science Center Project – Construction
- 3) Forensic Science Center Project Update, including Autopsy Service Constraints (Jessica Blahnik)
- 4) System Budgeting Update – (Bootz and Jacobson)

- July 2021

1) Resolution and Ordinance creating Criminal Justice Collaborating Council

- August 2021

- 1) Create 1.0 FTE Administrative Coordinator (Legal Secretary) B23 in the District Attorney's Office
- 2) Create 1.0 FTE Communications Specialist (911 Dispatcher) B23 in the Sheriff's Office
- 3) Update on Regional Morgue Taskforce
- 4) Update on Criminal Justice Coordinating Council
- 5) Review of the System Budgeting process from 2021 and future budgets
- 6) Continued discussion of Public Safety Committee Strategic Plan objectives
 - a. What have we done?
 - b. What do we need to discuss?

RESOLUTION #R-_____2021

Resolution Declaring Marathon County Wisconsin

A “Constitutional Sanctuary County”

WHEREAS, the United States Constitution is the oldest written national constitution in the world and serves as the fundamental document that establishes the role of government and defines the basic inalienable rights of all people; and

WHEREAS, the Constitution’s first three words, “We the People” affirm that the United States government exists to serve the people of this nation and not the other way around; and

WHEREAS, the Constitution of the State of Wisconsin ratified the Bill of Rights and contains a Declaration of Rights which states in Article I:

“All people are born equally free and independent, and have certain inherent rights; among these are life, liberty and the pursuit of happiness; to secure these rights, governments are instituted, deriving their just powers from the consent of the governed.”

WHEREAS, each member of the Marathon County Board of Supervisors took an Oath of Office swearing to support the Constitution of the United States and the Constitution of the State of Wisconsin;

NOW, THEREFORE LET IT BE RESOLVED that the Marathon County Board of Supervisors will not pass resolutions, regulations or ordinances that violate the express rights and liberties of its citizens or legal residents as clearly enumerated in the Constitution of the United States and the great State of Wisconsin, including but not limited to the First Amendment rights to the free exercise of religion, the right to free speech, and free assembly, the Second Amendment right to keep and bear arms, the Fourth Amendment right to privacy, the Fifth Amendment right to not be deprived of life, liberty or property without due process of law and the Fourteenth Amendment guarantee of equal protections of all its citizens and legal residents; and

BE IT FURTHER RESOLVED that the Marathon County Board of Supervisors shall at all times uphold its duty to honor and respect the rights of the citizenry and shall zealously protect the fundamental liberties and freedoms We the People hold dear and sacred and challenge all those who seek to infringe upon the rights of the people;

BE IT FURTHER RESOLVED that the Marathon County Board of Supervisors will review all pending and existing ordinances and resolutions to ensure that they uphold and protect the rights and freedoms guaranteed to its citizens and legal residents by the US and Wisconsin Constitutions.

Dated this _____ day of _____, 2021