



Minutes - June 23, 2026

Call to Order: Chair Tillman called the hybrid Public Safety & Justice Committee meeting to order at 5:15 P.M. in the 911 Conference Room.

Committee Members Present: Supervisors Tillman, Knudson, Schwarz, and Smith.

Committee Members Absent: None.

Staff Members Present: Fredd Carr, 911 Communications Director; Faith Quinlan, Administrative Professional III; Sheriff Fell; Commander Litsheim; Kevin Wernet, Emergency Management Director; Jason Sanders, District Attorney; Brent Sutherland, Facilities Management Director; Judge Kuglitsch; Hailey Wager, Assistant to the Administrator; Melissa Wittwer, Child Support Director; Cristina Figueroa-Soto, Medical Examiner; Amanda Nelson, Clerk of Court.

Others Present: Ian Peterson.

Approve Agenda: Supervisor Knudson moved approval of the agenda as presented, second by Supervisor Smith. ADOPTED.

Citizen Participation, Communications and Announcements: Emergency Management Director Kevin Wernet informed the committee that Governor Evers requested a Friday rapid declaration from the Small Business Administration for the bad weather event in April. Anticipating a high likelihood of getting approved, may find out as soon as the end of this week. Will set up a business recovery center at DWRC. Online or in-person businesses or houses will be able to apply for low-interest rate loans, with very favorable terms for improvements, as well as lost wages. Includes adjacent counties as well.

Chair Tillman introduced the two students assigned from the Youth in Government program. Supervisors Knudson and Schwarz will each host one student. The budget presentation for the Sheriff's Office will be 7/15 @ 6:00 PM at the Sheriff's Office in the front lobby conference room.

Approval of Minutes:

June 9, 2026 Minutes: Supervisor Schwarz moved approval of the June 9, 2026 minutes, second by Supervisor Knudson. ADOPTED.

Review and Approval of Resolutions:

Recognizing Janet Verba for Service to Rock County: Supervisor Knudson moved approval of the above resolution, second by Supervisor Schwarz.

Chair Tillman let the committee know that unfortunately, Janet passed away last Thursday after an illness. The committee held a moment of silence. Janet served in the Clerk of Court's office for 33 years.

ADOPTED.

Special Reports:

Update on Law Enforcement Services/Jail Renovation Project Open Items: Facilities Management Director Brent Sutherland provided information on updates to the Sheriff's Office. Provided committee members with a handout about said projects. About 98% done. Two items are still open:

1. Shut-off system for HVAC in indoor rec areas. Provided details about this particular issue after calling in a third-party HVAC contractor. Will complete on 7/10 and 7/13.
2. Call-ups are still not operational. Provided details about this project that is still open. Upgrading card-access to a company called Genitech, which is more all-inclusive. This will also allow incorporation of video cameras into Genitech software. Scheduled for 7/2 to fix call-up problem. Also seeing some failures in door hardware which were discussed.

Supervisor Schwarz asked about air handlers working properly. Brent Sutherland confirmed that only one is working correctly right now. Chair Tillman asked if we are using the rec spaces right now. Jail Commander Kimberly Litsheim stated they are using the one that has been fixed. Nathan Wade (jail inspector) is coming out to confirm whether we can use the outdoor rec yet. Chair Tillman advised that we have a responsibility to make sure we are spending taxpayers' money responsibly. The committee expects Brent Sutherland and his team to make sure he stays on top of these things. Brent Sutherland further discussed items that are fixed that weren't on the list (roof). Supervisor Schwarz commented that this happens in almost every building we work on. Brent Sutherland stated he hasn't seen any issues since switching to the new contractor consultant they've been using. Sheriff Fell let the committee know that they been trying to be in almost constant contact with Facilities to make sure everything is addressed.

Staffing Updates:

Sheriff's Office: Sheriff Fell stated their department is doing fairly well catching up on correctional facility openings. Deputy-wise, they have four conditional offers. They have had good recruits in, and it's made a difference. Tillman noted the significant positive progress in their hiring efforts.

Medical Examiner: Director of Operations, Cristina Figueroa-Soto, announced one job opening that opened for recruitment yesterday.

911 Communications Center: Director Carr noted there were nine total openings right now. Carr discussed a supervisor's retirement in June as well as overall turnover. Supervisor Smith asked for clarification regarding the difference between telecommunicators and Calltakers.

Child Support Services: Director Wittwer discussed her report. No vacancies, but one is transitioning to human services this week. There is one anticipated retirement on the horizon, possibly Q4.

District Attorney's Office: DA Sanders spoke about his report. Supervisor Schwarz asked about whether the number of legal support specialists matched the budgeted numbers. DA Sanders confirmed that information.

Circuit Court: Judge Kuglitsch noted that they have one opening that has been vacant for a long time. A court reporter will be on maternity leave later in the year. Supervisor Schwarz asked for clarification on the wage rate to attract a qualified candidate.

Clerk of Court: Clerk of Court Amanda Nelson discussed two vacancies; one is currently in the application review process, and another that will be posted soon.

Fleet Vehicle Update :

Sheriff's Office: The committee reviewed the report.

Emergency Management: The committee reviewed the report.

Committee Requests, Future Agenda Items: Chair Tillman requests two things:

1. Training over \$1,000 – 8/11
2. Budget-to-actuals 8/25

Next meeting date and time: 7/14 @ 5:15 pm. Location TBD.

Adjournment: Supervisor Schwarz moved adjournment at 6:01 P.M., second by Supervisor Smith.
ADOPTED.

Respectfully submitted,

Faith Quinlan

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