### COUNTY OF RACINE FINANCE & HUMAN RESOURCES COMMITTEE

Supervisor Q. A. Shakoor, II, Chairman Supervisor Robert N. Miller, Vice Chairman Supervisor Thomas H. Pringle, Secretary Supervisor Janet Bernberg Supervisor Brett Nielsen Supervisor Donnie E. Snow Supervisor John A. Wisch Ryan Anderson, Youth in Governance Representative Ruby Ward, Youth in Governance Representative

\*\*\* THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. \*\*\*

### NOTICE OF MEETING OF THE

### FINANCE AND HUMAN RESOURCES COMMITTEE

DATE:

Wednesday January 3, 2018

TIME:

5:00 P.M.

PLACE:

IVES GROVE OFFICE COMPLEX AUDITORIUM 14200 WASHINGTON AVENUE STURTEVANT, WISCONSIN 53177

### AGENDA -

- 1. Convene Meeting
- 2. Chairman Comments Youth In Governance/Comments
- 3. Public Comments
- 4. Approval of Minutes from the December 13, 2017 committee meeting.
- 5. Transfers:
  - a) Health Services Hope Otto Transfer of \$50,702 within the Health Services 2017 Budget to cover the cost of moving the SAIL Program to 2000 Domanik Drive 2017 Resolution 1<sup>st</sup> Reading at the January 9, 2018 County Board Meeting.
  - b) Health Services Hope Otto Transfer of \$89,000 within the Health Services 2018 Budget to cover the cost of additional space at 2000 Domanik Drive 2018 Resolution 1<sup>st</sup> Reading at the January 9, 2018 County Board Meeting.
  - c) Sheriff's Office Sheriff Christopher Schmaling Transfer of \$565,302 from the Sheriff's Office 2018 Budget to the Sheriffs Conveyance 2018 budget, Transfer of \$22,006 from the Jail 2018 Budget to the Sheriffs Conveyance 2018 Budget and transfer of \$65,000 from the Jail 2018 Budget to the Capital Projects 2018 budget and authorizing the purchase of capital, Creation of 4 Deputy Positions and 1 FTE Non Rep Non Exempt N036 Location Specialist 2018 Resolution 1<sup>st</sup> & 2<sup>nd</sup> Reading at the January 9, 2018 County Board Meeting.

- 6. Communication & Report Referrals from County Board Meeting:
  - a. Report 2017 33 Report by the County Executive Making a reappointment to the Racine County Civil Service Commission
  - b. Charles Brown on behalf of himself has filed a Civil Complaint against Racine County & Deputy Kevin J. Kazmierski.

c. Foreclosure items:

Attorney	Lending Company	Person/Persons	Amt. owed Racine CO
Robert M. Piette	Lakeview Loan Servicing LLC	Daina D & Jose M. Bravo Jr.	\$86.76
Mark A. Clauss	Guaranteed Rate Inc	Samantha Lynne House & David Thomas Aegerter	\$331.70

d. Bankruptcy items:

Type of Action:	Person/Persons
Notice of Chapter 13 Bankruptcy Case	Ricky Bright Sr;
Order of Discharge	Ronnie Perez;
Notice and motion to dismiss – Unconfirmed Plan	Sheryl Ann Uthemann
Notice to Dismiss - Confirmed Plan	Barbara Marie Schneider; Donald A. & Jessica Francesca Jaszkowski; Latoya Lynn Henderson
No Proof of Claim Deadline	Timothy James & Rebecca O'Donahue; Tiara A. Ward;
Order Confirming Plan Combined with Related Orders	Latoya Marshay Curry;

- 7. Staff Report No Action Items.
  - a) Finance & Human Resources Committee Meetings in January: Setting of the 2018 Meeting Dates
- 8. Adjournment

### FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator	Finance & Human	n Resources Committee	
Committee/Individua	l Sponsoring:	Finance & Human Resources Committee	
Date of Con	nmittee Meeting:		
Signature of Comn	nittee Chairperson /Designee:		
Description:	Approval of the mi	inutes from the December 13, 2017 Meeting	
	MANUFACTURE OF THE PARTY OF THE		
Motion:			
	,		
	County Board Su	upervisors Youth In Governance	
Action:	Approve	Approve	
	Deny	Deny	

## FINANCE AND HUMAN RESOURCES COMMITTEE MEETING December 13 2017

# IVES GROVE OFFICE COMPLEX AUDITORIUM 14200 WASHINGTON AVENUE STURTEVANT, WISCONSIN 53177

Meeting attended by: Vice Chairman Miller, Supervisors Bernberg, Nielsen, Pringle and Snow, Youth Representative Anderson, Chief of Staff MT Boyle, Finance Director Alex Tillmann, Human Resources Director Karen Galbraith, Finance & Budget Manager Kris Tapp, Communications Director Jackie Bratz and Carolyn Engel from Racine County Economic Development Corporation.

Excused: Supervisors Shakoor II and Wisch and Youth Representative Ruby Ward.

### Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:00 by Vice Chairman Miller

### Agenda Item #2 - Youth in Governance/Comments

Vice Chairman Miller had Youth Representative Anderson read the Youth in Governance statement.

### Agenda Item #3 - Public Comments

None.

### Agenda Item #4 - Approval of Minutes from the November 29, 2017 Meeting.

**Action:** Approve the minutes from the November 29, 2017 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Bernberg. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

### Agenda Item #5 – Approval of Minutes from the December 5, 2017 Meeting.

**Action:** Approve the minutes from the December 5, 2017 meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #6- UW Extension – Bev Baker – Authorizing a lease agreement with the Board of Regents to the University of Wisconsin System, University of Wisconsin – Education – 2017 – Resolution – 1<sup>st</sup> Reading at the December 19, 2017 County Board Meeting.

**Action:** Authorize a lease agreement with the Board of Regents to the University of Wisconsin System, University of Wisconsin – Education – 2017 – Resolution – 1<sup>st</sup> Reading at the December 19, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Advisory Vote: All Ayes No Nays. Vote: All Ayes No Nays.

Agenda Item #7- Racine County Economic Development Corporation – Janell Topczewski – Joint Resolution between Finance & Human Resources Committee and Economic Development & Land Use Planning Committee – Racine County Revolving Loan Fund (RLF) Plan Certification for the Period Ending September 30, 2017 – 2017 – Resolution – 1st Reading at the December 19, 2017 County Board Meeting.

**Action:** Accept the Racine County Revolving Loan Fund (RLF) Plan Certification for the Period Ending September 30, 2017-2017 – Resolution – 1<sup>st</sup> Reading at the December 19, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Advisory Vote: All Ayes No Nays. Vote: All Ayes No Nays

<u>Agenda Item #8- Racine County Economic Development Corporation – Carolyn Engel – Establishment of new Racine County Revolving Loan Fund – 2017 – Resolution – 1<sup>st</sup> Reading at the December 19, 2017 County Board Meeting.</u>

**Action:** Authorize the establishment of a new Racine County Revolving Loan Fund -2017 – Resolution -1<sup>st</sup> Reading at the December 19, 2017. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Advisory Vote: All Ayes No Nays. Vote: All Ayes No Nays

### Agenda Item #9 - Transfers

9a) Communications Department – Jackie Bratz – Creation of 1 FTE Non- Rep – Exempt E040 Public Safety System Administrator as of 1/1/18 and transfer of \$71,252 within the Communications Department 2018 Budget – 2018 – Resolution - 1st & 2nd Reading at the December 19, 2017 County Board Meeting.

**Action:** Authorize the creation of 1 FTE Non-Rep – Exempt E040 Public Safety System Administrator as of 1/1/18 and transfer of \$71,252 within the Communications Department 2018 Budget - 2018 – Resolution - 1<sup>st</sup> & 2<sup>nd</sup> Reading at the December 19, 2017 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Youth Representatives Vote: All Ayes No Nays

### Agenda Item #10- Communication Referrals from County Board Meeting:

**Action:** Receive and file items a - c. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

### Agenda Item # 11 – Staff Report – No Action items.

a) January Finance Meetings – January 3<sup>rd</sup> and January 17<sup>th</sup> and that at the next meeting a calendar containing the 2018 dates for future Finance & Human Resources Committee meeting will be handed out to confirm these dates. Vice Chairman Miller stated he would not be available for the January 3<sup>rd</sup> meeting.

#### Agenda Item # 12 – Adjournment

**Action:** Adjourn the meeting at 5:36 pm. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays.

### REQUEST FOR COUNTY BOARD ACTION

YEAR	2017	X Resolution Request Ordinance Request	
		Report Request	
Requestor/Originator:	Human Services Dept - Hope Otto		
Committee/Individual	Sponsoring: Finance & Human	n Resources Committee	
Date Considered by Committee:		f County Board to be Introduced: 1/9/2018	
1st Reading:	1st & 2nd Rea	ading:	
* Include a p	paragraph in the memo regard	ing why 1st & 2nd reading is required.	
Signature of Committee Cha	irperson/Designee:		
TITLE OF RESOLUTION	N/ORDINANCE/REPORT:		
		over the cost of moving the SAIL Program to	
2000 Domanik Drive			
		ALCO TO THE STATE OF THE STATE	
specific facts which	o describes in detail the nature h you want included in resolut requires the expenditure or tra	e of resolution /ordinance /report and any ion/ordinance/report must be attached. ansfer of funds must be accompanied by the nt number from which these funds will be ta	
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The attached memore specific facts which any request which specific amount be and to which they want to want to which they want to which they want to want the want to want to which they want to wan	o describes in detail the nature hyou want included in resolut requires the expenditure or training transferred and the accountil be transferred.	ion/ordinance/report must be attached. ansfer of funds must be accompanied by the	aken
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EXHIBIT "A"

Fiscal Year:

2017

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
HEALTH SERVICES				(50.700)	070 400	450.000
CONTRACT SVCS - CSP	5102509.404500	730,110	203,930	(50,702)	679,408	153,228
	TOTAL SOURCES			(50,702)		
HEALTH SERVICES						
CONTRACT SVCS - CRISIS	5102501.404500	1,662,974	321,862	2,712	1,665,686	324,574
BUILDING REPAIRS - CRISIS	5102501.420000	0	0	18,551	18,551	18,551
EQUIPMENT - CRISIS	5102501.451000	3,985	3,985	28,771	32,756	32,756
MATERIALS - CRISIS	5102501.453000	0	0	668	668	668
	TOTAL USES			50,702		
			-	0		

### FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
REASONS

FOR	AGAINST

# $oldsymbol{R}$ acine County Human Services

# **Department**

1717 Taylor Avenue, Racine, WI 53403

December 19, 2017

TO:

Q.A. Shakoor

Chairman, Finance and Human Resources Committee

FROM:

Hope Otto

**Human Services Director** 

RE:

Health Services 2017 Budget Transfer

Movement of Funds for Relocation Expenses of the S.A.I.L. Program

Following the April 5, 2016 water damage incident at the Racine County Dennis Kornwolf Service Center at 1717 Taylor Avenue, Racine, Wisconsin, the S.A.I.L. program was temporarily moved to 2200 DeKoven Avenue (Kranz property). The lease between Racine County and Kranz expired earlier this year, and a more suitable location was found to better house the S.A.I.L. program, staff, and residents. The property owned by 2000 Lincoln Center, located at 2000 Domanik Drive, Racine, Wisconsin provided all of the necessities for the S.A.I.L. program. This resolution request is to allow the transfer of funds within the Health Services 2017 Budget to cover the various moving, infrastructure, and building repair costs involved with the move to the new facility.

Hope Otto Human Services Director

### REQUEST FOR COUNTY BOARD ACTION

YEAR	2017		X	Resolution Request Ordinance Request	
	ZUII			Report Request	
			•	-	
Requestor/Originator:	Human Services De	pt - Hope Otto	<b>1</b>		-
Committee/Individual	Sponsoring:	Finance & Human Resource	ces Comm	ittee	_
Date Considered by Committee:	1/3/2018	Date of County  Meeting to be Intr		1/9/2018	-
1st Reading:		1st & 2nd Reading:		*	
* Include a p	oaragraph in the	memo regarding why	/ 1st & 2	and reading is req	uired.
Signature of Committee Cha	irperson/Designee:	Name of the State			
TITLE OF RESOLUTION	N/ORDINANCE/RI	EPORT:			
Transfer of \$89,000 with	in the Health Servcies	s 2018 Budget to cover the	cost of add	ditional space at 2000 [	Domanik
Drive					
specific facts whic Any request which	o describes in dent of the describes in dent of the describes in descr	etail the nature of resided in resolution/ord benditure or transfer of and the account numbed.	linance/i of funds	report must be att must be accomp	tached. anied by the
The attached memore specific facts which any request which specific amount be and to which they was a second to which they was a second	o describes in dent of the describes in dent of the describes in descr	ded in resolution/ord penditure or transfer of and the account num	linance/i of funds ber from	report must be att must be accompa which these fund	tached. anied by the ds will be taken
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The attached memors specific facts which specific amount be and to which they want to want to which they want to which they want to want to which they want to want to which they want to want	o describes in de h you want inclu requires the expensing transferred awill be transferred. FILLED OUT COMPARES that this act he most accessible porting jobs.	ded in resolution/ord benditure or transfer of and the account numbed. PLETELY PRIOR TO YO tion furthers the fol	inance/i of funds ber from our APPE lowing ousiness to	report must be attometed and the second and the second and the second and to suggest ideas for second and to suggest ideas for second and the suggest ideas for secon	tached.  anied by the ds will be taken  A COMMITTEE.
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The attached memors specific facts which any request which specific amount be and to which they will the committee believed.  The Committee believed make Racine County to create family supposed paystem that enhancement and production of the committee of the com	requires the expension of the expension	ded in resolution/ord benditure or transfer of and the account numbed.  PLETELY PRIOR TO YO tion furthers the following in Wisconsin for the eyees, elected officials and ents including a measurer	linance/i	report must be attended in which these fundamental services and the services are suggest ideas for sustomer satisfaction.	tached.  anied by the ds will be taken  A COMMITTEE.

EXHIBIT "A"

2018

Fiscal Year:

0

BUDGET BALANCE TRANSFER **AFTER AFTER** CURRENT **ACCOUNT** CURRENT **BALANCE TRANSFER TRANSFER BUDGET** NUMBER ACCOUNT NAME **HEALTH SERVICES** (89,000)131,000 131,000 220,000 **RENT EXPENSE - OPERATIONS** 5410990.421000 220,000 (89,000) **TOTAL SOURCES** 54,000 54,000 54,000 0 5102510.421000 0 **RENT EXPENSE - CCS** 39,500 4,500 35,000 39,500 4,500 **EQUIPMENT EXPENSE - CCS** 5102510.451000 **TOTAL USES** 89,000

#### FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
REASONS

FOR	AGAINST	

# Racine County Human Services

# **Department**

1717 Taylor Avenue, Racine, WI 53403

December 29, 2017

TO:

Q.A. Shakoor

Chairman, Finance and Human Resources Committee

FROM:

Hope Otto

**Human Services Director** 

RE:

Health Services 2018 Budget Transfer

Movement of Funds for Expansion of the Domanik Drive Lease

HSD is requesting that the remainder of the CCS program, which is presently located at the DKSC, move to 2000 Domanik Drive, Racine, WI. We have had remarkable success at this site with the previous relocation of S.A.I.L., CSP and parts of CCS. Presently, Racine County has a lease which runs to 05/31/18 at the cost of \$8,000 per month. The expansion of the contract would cost an additional \$4,500 per month. This resolution request is to allow the transfer of funds within the Health Services 2018 Budget to cover the various moving, infrastructure, additional rent and building repair costs involved with the move to the new facility.

Hope Otto Human Services Director

### REQUEST FOR COUNTY BOARD ACTION

YEAR	2018		Х	Resolution Request Ordinance Request Report Request	
Requestor/Originator:	Sheriff's Office - She	riff Christopher Schmaling			
Committee/Individual	Sponsoring:	Finance & Human Resourc	es Comm	ittee	<u>.</u>
Date Considered by Committee:	1/3/2018	Date of County I		1/9/2018	_
1st Reading:		1st & 2nd Reading:	Х	*	
* Include a p	paragraph in the	memo regarding why	1st & 2	nd reading is requ	uired.
Signature of Committee Cha	irperson/Designee:				
TITLE OF RESOLUTION	I/ORDINANCE/RI	EPORT:			
Transfer of \$565,302 from	n the Sheriff's Office 2	2018 Budget to the Sheriffs -	- Conveya	nce 2018 Budget, Tran	sfer of
\$22,006 from the Jail 201	8 Budget to the Sher	iffs - Conveyance 2018 Bud	get, Trans	fer of \$65,000 from the	Jail 2018
Budget to the 2018 Capit	al Projectsbudget and	d authorizing the purchase o	f capital e	quipment, Creation of ∠	ł Deputy
Positions and 1 FTE Non	Rep - Non Exempt N	036 Location Specialist			
SUBJECT MATTER: The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.  Any request which requires the expenditure or transfer of funds must be accompanied by the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.					
THIS FORM MUST BE	FILLED OUT COM	PLETELY PRIOR TO YOU	JR APPE	EARANCE BEFORE	A COMMITTEE.
The Committee believ	es that this act	tion furthers the foll	owing	goals:	
Make Racine County th		county in Wisconsin for b	usiness t	o grow, develop and	
· · · · · · · · · · · · · · · · · · ·	-	ees, elected officials and nts including a measurem			service
Foster an environment efficiencies.	where intergovernr	nental cooperation is enco	ouraged <sup>*</sup>	to produce better ser	vices and
Reduce or limit the gro	wth of the tax levy a	as set forth in Resolution I	No. 2002	2-59S.	
To make Racine Count	ty a healthy safe c	lean crime-free communi	tv and er	vironment.	

EXHIBIT "A"

Fiscal Year:

2018

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
SHERIFF - JAIL						
WAGES	11890000.401000	4,925,329	4,925,329	(57,018)	4,868,311	4,868,311
WORKERS COMP	11890000.402210	101,857	101,857	(1,872)	99,985	99,985
SOCIAL SECURITY	11890000.402220	423,475	423,475	(7,776)	415,699	415,699
RETIREMENT	11890000.402230	597,005	597,005	(18,052)	578,953	578,953
LIFE INSURANCE	11890000.402270	24,535	24,535	(508)	24,027	24,027
PUBLIC LIABILITY EXPENSE	11890000.436000	95,739	95,739	(1,780)	93,959	93,959
SHERIFF						
PS - CONVEYANCE	11800000.409020	565,302	565,302	(565,302)	0	0
	TOTAL SOURCES		_	(652,308)		
SHERIFF - CONVEYANCE						
WAGES	11887000.401000	0	0	317,005	317,005	317,005
OVERTIME	11887000.401125	0	0	100,000	100,000	100,000
WORKERS COMP	11887000.402210	0	0	7,673	7,673	7,673
SOCIAL SECURITY	11887000.402220	0	0	31,901	31,901	31,901
RETIREMENT	11887000.402230	0	0	71,013	71,013	71,013
DISABILITY INSURANCE	11887000.402240	0	0	327	327	327
GROUP INSURANCE	11887000.402260	0	0	327	327	327
LIFE INSURANCE	11887000.402270	0	0	1,579	1,579	1,579
PUBLIC LIABILITY EXPENSE	11887000.436000	0	0	7,298	7,298	7,298
CLOTHING ALLOW DEPUTIES	11887000.402295	0	0	2,400	2,400	2,400
TELEPHONE	11887000.435000	0	0	1,250	1,250	1,250
GPS TRACKING	11887000.451160	0	0	3,000	3,000	3,000
EQUIPMENT	11887000.451000	0	0	150	150	150
SS - BODY CAMERA	11887000.428505	0	0	3,000	3,000	3,000
COMPUTER LEASE	11887000.421510	0	0	155	155	155
SOFTWARE SUBSCRIPTION	11887000.428500	0	0	230	230	230
EQUIP - TASERS	11887000.451040	0	0	4,000	4,000	4,000 1,000
EQUIP - DEPUTIES	11887000.451005	0	0	1,000	1,000 5,000	5,000
VEHICLE REPAIRS	11887000.418500	0	0	5,000 5,000	5,000	5,000
MEALS	11887000.402280 11887000.426005	0	0 0	25,000	25,000	25,000
V/M - GAS	11887000.428005	0 0	0	23,000	0	0
2018 CAPITAL PROJECTS						
4 PORTABLE RADIOS	NEW ACCOUNT	0	0	10,000	10,000	10,000
1 VEHICLE RADIO	NEW ACCOUNT	0	0	5,000	5,000	5,000
VAN & EQUIPMENT	NEW ACCOUNT	0	0	50,000	50,000	50,000
	TOTAL USES		-	652,308		
			-	0		

EXHIBIT "A"

Fiscal Year:

2018

ACCOUNT NAME	ACCOUNT CURREN NUMBER BUDGET	공격하면 없는 아마리 아이들을 모두다다.	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
	EQUIPMENT:				
	DESCRIPTION:	QTY	UNIT PRICE	TOTAL PRICE	
	TASERS	4	1,000.000	4,000	
	GPS	(	1,000.000	3,000	
	GUN LOCKER	:	150.000	150	
	Total for ite	ems to be purchas	ed:	7,150	
	CAPITAL:				
	DESCRIPTION :	QTY	UNIT PRICE	TOTAL PRICE	
	VAN INCLUDING DECAL/SETUP	:	50,000.000	50,000	
	PORTABLE RADIOS	4	2,500.000	10,000	
	VEHICLE RADIO	:	5,000.000	5,000	
	Total for it	ems to be purchas	sed:	65,000	

### FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR—AGAINST adoption.
REASONS

FOR		AGAINST	

EXHIBIT "B"

Fiscal Year:

2018

FTE POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
THE POS	SITIONS WILL BE CREA	ATED AS OF 1/1/	18		
SHERIFF'S OFFICE - CONVEYA	NCE				
4.000 Deputy Sheriff - Top		284,340	130,376		414,716
1,000 Location Specialist	N036	32,665	18,540		51,205
	Office - Conveyance	317,005	148,916		465,921
-4.000 Deputy Sheriff - Top		(284,340)	(130,376)		(414,716
4.000 Deputy Sheriff - Entry		182,690	100,388		283,078
	Sheriff's Office - Jail	(101,650)	(29,988)	0	(131,638



### **RACINE COUNTY SHERIFF'S OFFICE**

717 Wisconsin Avenue, Racine, WI 53403-1237 (262) 886-2300 FAX (262) 637-5279 Waterford (262) 534-5166 Burlington (262) 763-9558

Sheriff Christopher Schmaling

Chief Deputy John C. Hanrahan

December 19, 2017

To:

Q.A. Shakoor II

Chairman, Finance and Human Resources Committee

From:

Sheriff Christopher Schmaling

Ref:

Racine County Sheriff Conveyance Contract

December 31, 2017 represents the final day of the Racine County Sheriff's Office contract with Lock and Load conveyance services. Prior to 2010 the Sheriff's Office handled all prisoner transports in house utilizing sworn staff and County assets. In 2010 it was determined that contracting a portion of conveyance services could potentially result in greater operational efficiency, ultimately Lock and Load Transport was awarded a three-year contract through 2012. In 2013 a request for proposal was issued by Racine County and Lock and Load Transport was again awarded a five-year contract for conveyance services through 2017.

In early 2017 the Racine County Sheriff's Office met with Lock and Load management in preparation for the 2018 budget and to discuss the current conveyance contract coming up for renewal. Lock and Load management indicated that they would be submitting a proposal once the (RFP) Request for Proposal was issued by Racine County. Additionally, Lock and Load management indicated that their proposal would include a 5% increase in cost for 2018, if they were to be awarded the contract. In July of 2017 the Sheriff's Office contacted Lock and Load and advised that the (RFP) had been put out if they were still interested in submitting a proposal. Lock and Load management indicated they would submit a proposal and again stated a 5% increase was expected in 2018 if they were awarded the contract.

On October 11, 2017, the submitted proposals for the conveyance contract were forwarded to the Racine County Sheriff's Office for review. Lock and Load Transport was the only organization that submitted a proposal to the Sheriff's Office to provide services. A review of the proposal revealed a projected cost increase of \$211,617.00 over the 2017 contract or \$750,000.00 for 2018. The proposal represented a potential 40% increase versus the 5% increase that was communicated earlier in the year. It should be mentioned that the Sheriff's Office had numerous communications with Lock and Load Transport in 2017 with respect to daily operations and transports, at no time was it relayed that such a significant proposed increase was forthcoming. In anticipation of a new contract the Sheriff's Office utilized existing historical data to budget \$565,302.00 for conveyance services in 2018.

Over the past several weeks RASO Command staff have initiated face to face meetings and several phone conversations with Lock and Load management to resolve the proposed pricing increase. Ultimately, Lock and Load management has indicated that they would not be able to provide the necessary services at the 2018 budgeted amount of \$565,302.00. Since Lock and Load was the only submission for conveyance services,

the Sheriff's Office has explored providing conveyance services utilizing County assets. The Sheriff's Office wanted to determine if contracting services at \$750,000 annually was still the most cost effective and efficient way to carry out our mission.

A thorough review of the Sheriff's Office operation revealed that conveyances could be handled in house for substantially less than \$750,000.00 annually. The Racine County Sheriff's Office has determined that conveyance services could be managed within the current 2018 budgeted amount of \$565,302.00.

To establish a fully functioning conveyance unit within the Sheriff's Office we are requesting the following manpower and equipment additions:

### Manpower Cost:

<ul><li>4 Deputy Sheriff Positions</li><li>1 Location Specialist Position Non-Exempt (N36)</li><li>4 Uniform Allowance</li><li>Overtime</li></ul>	\$70,446.48 \$63,554.00 \$2,400.00 \$100,000.00	\$281,785.92 \$63,554.00 \$2,400.00 \$100,000.00
Equipment Cost:		
1 2018 Ford Van	\$50,000.00	\$50,000.00
3 GPS Tracking Units	\$1,000.00	\$3,000.00
2 Portable Radios	\$2,500.00	\$5,000.00
1 Mobile Squad Radio	\$3,0000.00	\$3,000.00
2 Cellular Phones	\$450.00	\$900.00
4 Body Cameras	\$450.00	\$1,800.00
1 Body Camera Docking Station	\$1,200.00	\$1,200.00
1 Desktop Computer	\$1,500.00	\$1,500.00
20 Leg Irons / Shackles	\$1,500.00	\$1,500.00
1 Desktop Phone	\$350.00	\$350.00
1 Gun Locker	\$150.00	\$150.00
Vehicle Maintenance	\$5,000.00	\$5,000.00
Prisoner Meals	\$5,000.00	\$5,000.00
Fuel	\$25,000.00	\$25,000.00

### Projected Cost \$551,139.92

Due to the compressed time frame between the contract expiration with Lock and Load, and the continuing and immediate need for transport services, the Sheriff's Office is respectfully requesting that this resolution be placed before the Racine County Board for 1<sup>st</sup> and 2<sup>nd</sup> reading on Tuesday January 9, 2018.

If you have any questions concerning this matter, please feel free to contact me. I will also have staff available at the Finance Committee meeting to answer any questions that you may have.

Sheriff Christopher Schmaling Sheriff, Racine County

By: Captain Daniel Adams

### FINANCE & HUMAN RESOURCES COMMITTEE

Requestor/Originator	Finance & Human	Resources Committee
Committee/Individual	Sponsoring:	Finance & Human Resources Committee
Date of Com	mittee Meeting:	1/3/17
Signature of Comm	ittee Chairperson /Designee:	
Description:	Approval of Repor	rt No 2017-33 - Report by the County Executive making a
	reappointment to t	the Racine County Civil Service Commission
Motion:		
•	County Board Su	
Action:	Approve	Approve
	Deny	Deny

### **REPORT NO. 2017-33**

# REPORT BY THE COUNTY EXECUTIVE MAKING A REAPPOINTMENT TO THE RACINE COUNTY CIVIL SERVICE COMMISSION

To the Honorable Members of the Racine County Board of Supervisors:

The term of Eriberto Malacara as a member of the Civil Service Commission will expire on December 31, 2017. He has been an active and valuable member of the Commission and has agreed to be reappointed for a new term to expire on December 31, 2022. I am therefore reappointing:

Eriberto Malacara 3015 – 17<sup>th</sup> Street Racine, WI 53405

I ask that you confirm this reappointment.

Sincerely,

Jonathan Delagrave County Executive

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