

**COUNTY OF RACINE
FINANCE & HUMAN RESOURCES COMMITTEE**

Supervisor Robert N. Miller, Chairman
Supervisor Brett Nielsen, Vice Chairman
Supervisor Q.A. Shakoor, II, Secretary
Supervisor Janet Bernberg
Supervisor Mike Dawson

Supervisor Thomas H. Pringle
Supervisor John A. Wisch
Kaitlyn Faust, Youth in Governance Representative
Daniel Rosli, 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: **TUESDAY JULY 10, 2018**

TIME: **5:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX
CONFERENCE ROOM BEHIND COUNTY BOARD CHAMBERS
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 June 20, 2018 committee meeting.
5. County Executive – Jonathan Delagrave – Adjustment to the 2018 pay rates for the following Non-Rep – Non-Exempt PW05, PW15, PW22, PW24, PW30, PW35, PW37, PW40 and PW 45 increasing them by 1% as of July 1, 2018 – 2018 – Resolution – 1ST Reading at the July 24, 2018 County Board Meeting.
6. Transfers:
 - a) County Executive – Jonathan Delagrave – Transfer of \$15,000 from the 2018 Tax Stabilization account to the Cultural 2018 Budget to provide Racine Vocational Ministries an additional \$15,000 per the 2018 Grant Memo of Understanding – 2018 – Resolution – 1st Reading at the July 24, 2018 County Board Meeting.
7. Closed Session – 5:15 P.M. (Approximately 10 Minutes) - IT IS ANTICIPATED THAT THE FINANCE AND HUMAN RESOURCES COMMITTEE WILL MEET IN A CLOSED SESSION PURSUANT TO SECTION 19.85(1)(c) OF THE WISCONSIN STATE STATUTES TO DISCUSS LEGAL COUNSEL THE FOLLOWING CLAIM AGAINST RACINE COUNTY: 1) JIM ANSCHUTZ AND 2) CHARLES LARMAY.

THE COMMITTEE RESERVES THE RIGHT TO RECONVENE IN REGULAR SESSION TO TAKE POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

8. Regular Session – 5:25 p.m. (Approximate)
9. Fiscal Notes for Second Readings: (Resolutions & Fiscal Notes Attached)
 - a. Res No. 2018 – 30 - By Public Works, Parks and Facilities Committee authorizing and approving the transfer of funds using Performance -Based Maintenance (PBM) Proceeds for the purchase of a 2018 Track Skid Steer for the Racine County Public Works Fleet Division
 - b. Res No. 2018 – 31 - By Public Works, Parks and Facilities Committee authorizing and approving the transfer of funds using Performance -Based Maintenance (PBM) Proceeds for the purchase of a Six-Inch (6”) Trash Pump for the Racine County Public Works Fleet Division
 - c. Res No. 2018 – 32 - By Public Works, Parks and Facilities Committee authorizing and approving the transfer of funds using Performance -Based Maintenance (PBM) Proceeds for the purchase of a 2005 Freightliner Hook Lift Truck for the Racine County Public Works Fleet Division
 - d. Res No. 2018 -36 – By Government Services Committee authorizing the Purchase of Capital Equipment – Two (2) Body Scanners and Associated Hardware in the Amount of \$246,578.00 from the Jail Commissary 2018 Budget
10. Staff Report – No Action Items.
 - a) Next Finance & Human Resources Committee meeting will be on July 18th
11. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 7/10/2018

**Signature of Committee Chairperson
/Designee:** _____

Description: Approval of the minutes from the June 20, 2018 Meeting

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

FINANCE AND HUMAN RESOURCES COMMITTEE MEETING

June 20, 2018

IVES GROVE OFFICE COMPLEX
PUBLIC WORKS CONFERENCE ROOM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Bernberg, Nielsen, Pringle, and Shakoor II, Youth Representative Faust, Finance Director Alexandra Tillmann, Human Resources Director Karen Galbraith, Chief of Staff MT Boyle, Deputy HSD Director Brenda Danculovich, Finance Manager Gwen Zimmer, UW Extension Dept Head - Bev Baker, Asst. Corporation Counsel John Serketich and Matt Slowiski from DANA Investments.

Excused: Supervisors Dawson and Wisch and Youth Representative Rosli (UW Madison Accounting Credit Course).

Agenda Item #1 - Convene Meeting.

Meeting Called to Order at 5:01pm by Chairman Miller.

Agenda Item #2 – Youth in Governance/Comments.

Youth in Governance statement was read by Youth Representative Faust.

Agenda Item #3 – Public Comments.

None.

Agenda Item #4 – Approval of Minutes from the June 6, 2018 committee meeting.

Action: Approve the minutes from the June 6, 2018 meeting. **Motion Passed.** Moved: Supervisor Nielsen. Seconded: Supervisor Shakoor. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – Finance Department – Alexandra Tillmann – DANA Investments – Adjustment to Investments – Action of the Committee Only.

Action: Approve the DANA Investments – Adjustment to Investments. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #6 – Transfers:

a) Finance Department – Alexandra Tillmann – Transfer of \$100,000 from the General Tax Stabilization fund to Pritchard Park as startup funds for costs that Racine County will have to cover during the off season and making the Expense account non-lapsing so funds remaining at end of year will carry over to subsequent year(s) – 2018 – Resolution – 1st Reading at the June 26, 2018 County Board Meeting.

Action: Accept the transfer of \$100,000 from the General Tax Stabilization fund to Pritchard Park as startup funds for costs that Racine County will have to cover during the off season and making the Expense account non-lapsing so funds remaining at end of year will carry over to subsequent year(s) – 2018 – Resolution – 1st Reading at the June 26, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

b) Finance Department – Alexandra Tillmann – Transfer of \$34,508 from the UW Extension 2018 Budget to the BFM-WRCSC 2018 Budget to assist with the cost associated with moving to new accommodations – 2018 – Resolution – 1st Reading at the June 26, 2018 County Board Meeting.

Action: Accept the Transfer of \$34,508 from the UW Extension 2018 Budget to the BFM-WRCSC 2018 Budget to assist with the cost associated with moving to new accommodations – 2018 – Resolution – 1st Reading at the June 26, 2018 County Board Meeting. **Motion Passed.** Moved: Supervisor Pringle. Seconded: Supervisor Nielsen. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #7 – Communication & Report 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 #8 – Staff Report- No Action Items.

- a) Next Finance & Human Resources Committee meeting will be on July 10, 2018 before the County Board meeting, if needed. If canceled, next meeting will be on July 18, 2018 at 5:00pm.
- b) The Finance Department reported on the Tyler Munis Software System.

Supervisor Bernberg arrived at 5:34pm.

Agenda Item #9 – Adjournment.

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

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2018</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: County Executive - Jonathan Delagrave

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/10/2018 Date of County Board Meeting to be Introduced: 7/24/2018

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Adjustment to the 2018 pay rates for the following Non Rep - Non Exempt PW05, PW15, PW22, PW24, PW30, PW35, PW37, PW40 and PW45 increasing them by 1% as of July 1, 2018

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 COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.



July 9, 2018

MEMORANDUM

TO: Racine County Finance and Human Resources Committee

FROM: Julie A. Anderson, Director, Public Works & Development Services Director

SUBJECT: Request for one percent pay increase for highway crew, formerly "Teamsters"

In accordance with the Racine County Human Resources Manual, I am requesting permission of the Committee to approve a one percent pay increase effective July 1, 2018 for the Racine County highway crew.

The highway crew is in a tiered pay system that is different from the rest of the Racine County full time employees who are eligible for merit pay on their anniversary date.

The total increase would cost \$29,313. This impacts a total of 55 FTE highway crew. This does not include the management team, as they are in the merit pay system.

Of that total, \$12,958 would be covered by the State.

The impact on the 2018 levy is \$16,355.

We have sufficient funds to cover the requested increase.

Thank you for your assistance. I appreciate your kind consideration.

REQUEST FOR COUNTY BOARD ACTION

YEAR	<u>2018</u>	X	Resolution Request
			Ordinance Request
			Report Request

Requestor/Originator: County Executive - Jonathan Delagrave

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 7/10/2018 Date of County Board Meeting to be Introduced: 7/24/2018

1st Reading: 1st & 2nd Reading: *

* Include a paragraph in the memo regarding why 1st & 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

TITLE OF RESOLUTION/ORDINANCE/REPORT:

Transfer of \$15,000 from the General Tax Stabilization account to the Cultural 2018 Budget to provide
Racine Vocational Ministries an addition \$15,000 per the 2018 Grant Memo of Understanding.

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 COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

The Committee believes that this action furthers the following goals:

- Make Racine County the most accessible county in Wisconsin for business to grow, develop and create family supporting jobs.
- Develop a system that encourages employees, elected officials and citizens to suggest ideas for service enhancement and productivity improvements including a measurement of customer satisfaction.
- Foster an environment where intergovernmental cooperation is encouraged to produce better services and efficiencies.
- Reduce or limit the growth of the tax levy as set forth in Resolution No. 2002-59S.
- To make Racine County a healthy, safe, clean, crime-free community and environment.

Date: July 10, 2018

To: Finance & Human Resources Committee

Re: Additional Funding for Racine Vocational Ministries (“RVM”)

In the 2018 Budget, the County Executive included \$15,000 for the Racine Vocational Ministries (“RVM”) for operational funds for the RVM’s Second Chance Reentry Program. The signed MOU allowed for an additional \$15,000 in July to be paid to RVM for the Second Change Reentry Program upon receipt of a report to the County Executive’s Office that demonstrates positive, measurable results, including an increase in the number of customers served and impeccable tracking methods. The County Executive’s Office has received this report and is amenable to give the second \$15,000.

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 7/10/2018

**Signature of Committee Chairperson
/Designee:** _____

Description: Fiscal Notes for Second Reading:

Res No: 2018-30, 2018-31, 2018-32, 2018-36

Motion: _____

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

3
4 **RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE**
5 **AUTHORIZING AND APPROVING THE TRANSFER OF FUNDS USING**
6 **PERFORMANCE-BASED MAINTENANCE (PBM) PROCEEDS FOR THE PURCHASE**
7 **OF A 2018 TRACK SKID STEER FOR THE RACINE COUNTY PUBLIC WORKS FLEET**
8 **DIVISION**

9 To the Honorable members of the Racine County Board of Supervisors:

10
11 **BE IT RESOLVED** by the Racine County Board of Supervisors that the Racine
12 County Public Works, Parks and Facilities Committee respectfully requests to use funds
13 not to exceed \$68,500.00 from the Public Works PBM Materials Account to cover the cost
14 for the purchase of a 2018 track skid steer for the Racine County Public Works Fleet
15 Division.

16
17 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that
18 money in the PBM Materials Account came from over recovery of the Performance-
19 Based Maintenance work that the department completed for the Wisconsin Department
20 of Transportation (WisDOT).

21
22 **BE IT FURTHER RESOLVED** by the Racine County Board of Supervisors that the
23 purchase of the 2018 track skid steer, as set forth in Exhibit "A" that is attached hereto, is
24 authorized and approved to be funded by the Public Works PBM Materials Account.

25
26 Respectfully submitted,

27
28 1st Reading _____

**PUBLIC WORKS, PARKS AND FACILITIES
COMMITTEE**

29
30 2nd Reading _____

31
32 **BOARD ACTION**

Robert D. Grove, Chairman

33 Adopted _____

34 For _____

35 Against _____

36 Absent _____

Tom Hincz, Vice-Chairman

37
38 **VOTE REQUIRED: 2/3 M/E**

Monte G. Osterman, Secretary

39
40 Prepared by:
41 Public Works and Development
42 Services Department

Mike Dawson

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44 _____
45 Nick Demske

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Resolution No. 2018-30
Page Two

Fabi Maldonado

Tom Kramer

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

INFORMATION ONLY

WHEREAS, the Wisconsin Department of Transportation (WisDOT) created a road maintenance pilot program designed to create transparency of how transportation dollars for road maintenance is being spent and what type of projects are being completed; and

WHEREAS, as a participant in the Performance-Based Maintenance (PBM) Program, Racine County submitted a formal bid and entered an agreement with the WisDOT for specific field/crack and shouldering projects in Racine County; and

WHEREAS, Racine County completed the scope of work for the afore-mentioned projects and accepted payment for service and materials as provided under the agreement; and

WHEREAS, the 2018 track skid steer that best fits the requirements of the Public Works Division will cost \$67,300.00 (proposal attached); and

WHEREAS, this new equipment will be used for future PBM projects; and

WHEREAS, the department purchased a track skid steer in 2013 and has found that it is being utilized more than expected, creating a back log in completing work; and

WHEREAS, a second machine (larger machine) will be beneficial to the department and allow for larger attachments to be used, making it advantageous in certain circumstances; and

WHEREAS, there are available funds in Public Works PBM Materials Account.

2
3 RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE
4 AUTHORIZING AND APPROVING THE TRANSFER OF FUNDS USING
5 PERFORMANCE-BASED MAINTENANCE (PBM) PROCEEDS FOR THE PURCHASE
6 OF A SIX-INCH (6") TRASH PUMP FOR THE RACINE COUNTY PUBLIC WORKS
7 FLEET DIVISION

8 To the Honorable members of the Racine County Board of Supervisors:

9
10 BE IT RESOLVED by the Racine County Board of Supervisors that the Racine
11 County Public Works, Parks and Facilities Committee respectfully requests to use funds
12 not to exceed \$34,000.00 from the Public Works PBM Materials Account to cover the cost
13 for the purchase of a six-inch (6") trash pump for the Racine County Public Works Fleet
14 Division.

15
16 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that
17 money in the PBM Materials Account came from over recovery of the Performance-Based
18 Maintenance work that the department completed for the Wisconsin Department of
19 Transportation (WisDOT).

20
21 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the
22 purchase of the six-inch (6") trash pump, as set forth in Exhibit "A" that is attached hereto,
23 is authorized and approved to be funded by the PBM Materials Account.

24
25 Respectfully submitted,

26
27 PUBLIC WORKS, PARKS AND FACILITIES
28 COMMITTEE

29 1st Reading _____

30 2nd Reading _____

31 BOARD ACTION

Robert D. Grove, Chairman

32 Adopted _____

33 For _____

34 Against _____

Tom Hincz, Vice-Chairman

35 Absent _____

36
37 VOTE REQUIRED: 2/3 M/E

Monte G. Osterman, Secretary

38
39 Prepared by:
40 Public Works and Development
41 Services Department

Mike Dawson

Nick Demske

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Resolution No. 2018-31
Page Two

Fabi Maldonado

Tom Kramer

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

INFORMATION ONLY

WHEREAS, the Wisconsin Department of Transportation (WisDOT) created a road maintenance pilot program designed to create transparency of how transportation dollars for road maintenance is being spent and what type of projects are being completed; and

WHEREAS, as a participant in the Performance-Based Maintenance (PBM) Program, Racine County submitted a formal bid and entered an agreement with the WisDOT for specific field/crack and shouldering projects in Racine County; and

WHEREAS, Racine County completed the scope of work for the afore-mentioned projects and accepted payment for service and materials as provided under the agreement; and

WHEREAS, the six-inch (6") trash pump that best fits the requirements of the Public Works Division will cost \$33,842.40, including shipping costs (see attached quote); and

WHEREAS, this new pump will replace a 1973 pump that the department currently has; and

WHEREAS, this pump is currently used to maintain the water level at Quarry Lake Park; and

WHEREAS, this pump also is needed for major flooding events/issues throughout the Racine County area; and

WHEREAS, this pump will be purchased through a nationwide buying group Houston-Galveston Area Council, also known as (HGACBuy), that Racine County is a member of; and

WHEREAS, HGACBuy is a government procurement service striving to make the governmental procurement process more efficient; and

WHEREAS, there are available funds in the Public Works PBM Materials Account.

2
3 RESOLUTION BY THE PUBLIC WORKS, PARKS AND FACILITIES COMMITTEE
4 AUTHORIZING AND APPROVING THE TRANSFER OF FUNDS USING
5 PERFORMANCE-BASED MAINTENANCE (PBM) PROCEEDS FOR THE PURCHASE
6 OF A 2005 FREIGHTLINER HOOK LIFT TRUCK FOR THE RACINE COUNTY PUBLIC
7 WORKS FLEET DIVISION

8 To the Honorable members of the Racine County Board of Supervisors:

9
10 BE IT RESOLVED by the Racine County Board of Supervisors that the Racine
11 County Public Works, Parks and Facilities Committee respectfully requests to use funds
12 not to exceed \$70,500.00 from the Public Works PBM Materials Account to cover the
13 cost for the purchase of a 2018 track skid steer for the Racine County Public Works Fleet
14 Division.

15
16 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that
17 money in the PBM Materials Account came from over recovery of the Performance-Based
18 Maintenance work that the department completed for the Wisconsin Department of
19 Transportation (WisDOT).

20
21 BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the
22 purchase of the 2005 freightliner hook lift truck, as set forth in Exhibit "A" that is attached
23 hereto, is authorized and approved to be funded by the Public Works PBM Materials
24 Account.

25 Respectfully submitted,

26
27 PUBLIC WORKS, PARKS AND FACILITIES
28 COMMITTEE

29 1st Reading _____

30 2nd Reading _____

31 BOARD ACTION

32 Adopted _____

33 For _____

34 Against _____

35 Absent _____

36 _____
37 Robert D. Grove, Chairman

38 _____
39 Tom Hincz, Vice-Chairman

40 _____
41 Monte G. Osterman, Secretary

42 VOTE REQUIRED: 2/3 M/E

43 Prepared by:
44 Public Works and Development
Services Department

1 Res. No 2018-32
2 Page Two

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5 _____
6 Fabi Maldonado

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8 _____
9 Tom Kramer

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11
12 **The foregoing legislation adopted by the County Board of Supervisors of**
13 **Racine County, Wisconsin, is hereby:**

14
15 **Approved:** _____

16 **Vetoed:** _____

17
18 **Date:** _____,

19
20 _____
21 **Jonathan Delagrave, County Executive**
22

INFORMATION ONLY

WHEREAS, the Wisconsin Department of Transportation (WisDOT) created a road maintenance pilot program designed to create transparency of how transportation dollars for road maintenance is being spent and what type of projects are being completed; and

WHEREAS, as a participant in the Performance-Based Maintenance (PBM) Program, Racine County submitted a formal bid and entered an agreement with the WisDOT for specific field/crack and shouldering projects in Racine County; and

WHEREAS, Racine County completed the scope of work for the afore-mentioned projects and accepted payment for service and materials as provided under the agreement; and

WHEREAS, the 2005 freightliner hook lift truck that best fits the requirements of the Public Works Division will cost \$71,600.00 (proposal attached); and

WHEREAS, this new equipment will be used for future PBM projects; and

WHEREAS, this 2005 freightliner hook lift truck allows multiple trucks to be combined into one by enabling the truck to change bodies as needed; and

WHEREAS, this truck has the capability to have several types of "bodies" placed on it for use in many different situations using a hook lift system; and

WHEREAS, the truck will be used as a conventional dump truck, tree chipping box, de-icing tank with spray bar and a simple flat bed for carrying equipment to and from worksites; and

WHEREAS, by having the capability of changing out bodies will allow the department additional efficiencies in routine operations; and

WHEREAS, there are available funds in the Public Works PBM Materials Account.

RESOLUTION NO. 2018-36

RESOLUTION BY THE GOVERNMENT SERVICES COMMITTEE AUTHORIZING THE PURCHASE OF CAPITAL EQUIPMENT – TWO (2) BODY SCANNERS AND ASSOCIATED HARDWARE IN THE AMOUNT OF \$246,578.00 FROM THE JAIL COMMISSARY 2018 BUDGET

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

BE IT RESOLVED by the Racine County Board of Supervisors that the capital project to purchase two body scanners as set forth in Exhibit "A," that is attached hereto, is authorized and approved.

Respectfully submitted,

Government Services Committee

1st Reading _____

2nd Reading _____

BOARD ACTION

Adopted _____

For _____

Against _____

Absent _____

Janet Bernberg, Chairman

Thomas Roanhouse, Vice-Chairman

VOTE REQUIRED: Majority

Melissa Kaprelian-Becker, Secretary

Prepared by:
Corporation Counsel

John A. Wisch

Scott Maier

Tom Kramer

Eric C. Hillery

The foregoing legislation adopted by the County Board of Supervisors of Racine County, Wisconsin, is hereby:

Approved: _____

Vetoed: _____

Date: _____,

Jonathan Delagrave, County Executive

3 **INFORMATION ONLY**

4
5 **WHEREAS**, the SOTER RS Full Body Scanner is the leading industry contraband detection
6 scanning system and is currently being used in Sheboygan and Kenosha County as well as others in
7 Wisconsin; and

8
9 **WHEREAS**, the SOTER RS is a low dose X-ray scanning system that detects all types of dangerous
10 or illegal substances such as liquid explosives, drugs, copper wires, plastics etc.; such items would be
11 considered contraband within a correctional facility and pose a danger to the safety and security of the
12 facility, the inmate population, and the staff; and

13
14 **WHEREAS**, the SOTER RS Full Body Scanner is the most clear, concise, and user friendly option of
15 body scanners, and the Racine County Sheriff's Office requests authorization to purchase one scanner
16 for use at the Racine County Jail; and

17
18 **WHEREAS**, the X-ray examinations proposed will include inmates passing through the SecurPass
19 full body scanner to provide an image of the inmate's entire body. The image produced will allow the
20 operator of the scanner to detect contraband hidden under clothing or inside of a body cavity; and

21
22 **WHEREAS**, Current methods of searching inmates entering the facility include pat searches,
23 custodial searches and strip searches as allowed by current state law. Although such searches have
24 proven to be effective in locating some contraband in the past, they fail to detect contraband hidden
25 within a body cavity. The use of the SOTER RS will enable security staff to detect and locate
26 contraband that cannot be detected using current search techniques; and

27
28 **WHEREAS**, the SOTER RS screening system has been installed by OD Security North America.
29 The system has further been inspected and registered by the State of Wisconsin Department of
30 Radiation Protection. Exposure to a screened individual is 1.8 uSv per scan. The system self-calibrates
31 before each scan and a dosimeter controls the exposure during screening. The dose of exposure is
32 recorded by the system and tracks the accumulated exposure for every individual scanned; and

33
34 **WHEREAS**, the images produced will be viewed by Sheriff's Office jail staff who have been trained
35 as SOTER RS operators by OD Security; each operator has received a Certificate of Completion as
36 documentation of the training; and

37
38 **WHEREAS**, the images produced by the SOTER RS system will be retained on a secure, stand-
39 alone server and will only be accessed by trained staff; the images will be retained in accordance with
40 records retention policies of Racine County; and

41
42 **WHEREAS**, most inmates will be screened one time, during their initial intake to the facility. Inmates
43 leaving the facility for Work Release and inmates performing work details could be screened once per
44 day; the screening program will be ongoing; and

45
46 **WHEREAS**, the Sheriff's Office intends to purchase two body scanners and have them in use by the
47 end of 2018; and

48
49 **WHEREAS**, the individual cost of each body scanner is \$118,750.00 which includes shipping,
50 installation, calibration and testing, operator and administrator training, and a two-year full warranty; the
51 cost of hardware is \$2,139.00 for the computer system; the cost of software is \$2,400.00 annually; and
52 the cost of the warranty for the third and each subsequent year is \$9,750.00 per year; and

53
54 **WHEREAS**, there are sufficient funds to cover this purchase in the Jail Commissary 2018 Budget.

Fiscal Year:

2018

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE
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JAIL - COMMISSARY 2018 Budget Page 34-8

MATERIALS	11890191.453000	556,861	555,538
SOFTWARE SUBSCRPT	NEW ACCOUNT	0	0

THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THE PURCHASE OF THE CAPITAL ITEMS AND THE SOFTWARE SUBSCRIPTION.

FOLLOWING COUNTY ORDINANCE THERE WILL BE AN INTERNAL TRANSFER DONE TO MOVE FUNDS FROM MATERIALS TO SOFTWARE SUBSCRIPTION.

DESCRIPTION :	Quantity	Unit Price	Total Price
Body Scanner	2	118,750	237,500
Computer Hardware	2	2,139	4,278
Computer Software	2	2,400	4,800
Total for items to be purchased:			<u>246,578</u>

This comes with a 2 year full warranty after that the warranty is \$9,750 annually per machine which will be paid for by the Commissary Account in future annual budgets.

The annual software subscription of \$2,400 will be paid for by the Commissary Account in future annual budgets.

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

REASONS

FOR

AGAINST
