

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

December 17, 2008

**Administration & Rules Committee
And
Law Enforcement Emergency Management Committee**

1. Call to Order

Meeting was called to order by Chairman Schmeling at 8:35 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: James Braughler, Sharon Schmeling, Paul Babcock

Members excused: Jim Mode, Steve Nass

Law Enforcement and Emergency Management Committee Members

Members present: Paul Babcock, Chair, Glen Borland, George Jaeckel, Rick Kuhlman, Pam Rogers

Others Present: Gary Petre - County Administrator, Sheriff Department Command Staff, Donna Haugom - Emergency Management Director, Northwestern University Consultants – Roy Lucke, Patrick Firman and William Gielow

3. Certification of compliance with Open Meeting Law Requirements

The County Administrator certified compliance.

4. Review of Agenda

No changes were made.

5. Public Comment: None.

6. Presentation of preliminary findings of the Sheriff's Department Operational Audit – Roy Lucke, Northwestern University.

The County Administrator explained the status of work being done on the audit and the future work on the development and presentation of the final report.

Northwestern University Center for Public Safety consultants presented their Preliminary Findings Report to the Committee members. Members were given opportunity to ask questions during and after the presentation.

Issues to be addressed in the final report:

1. Impact of additional staffing on the use of overtime.
2. Document via a formula the potential savings as a result of increased use of technology.
3. Identify impact of electronic monitoring on jail population and monitoring staffing requirements (outside contract).
4. List of recommendations, in priority order, with fiscal impacts when they can be calculated.

7. Adjourn

Motion made to adjourn – 10:22 a.m.