

**COUNTY OF DUNN  
MENOMONIE, WISCONSIN  
NOTICE OF PUBLIC MEETING**

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **Dunn County Judiciary & Law Committee** will be held on **Monday, April 28 at 4:30 p.m.** in **Room 60**, at the **Dunn County Government Center**, 3001 US Hwy 12 East, Menomonie, WI 54751. The building entrance for public meetings is on the lower level of the Government Center and will be open 30 minutes ahead of the meeting start time. A video recording of the meeting will be available for subsequent viewing on the Dunn County YouTube channel at the following link:

<https://www.youtube.com/@dunncounty1854>

Persons wishing to provide public comment may submit written comments by sending an e-mail beforehand to [publiccomment@co.dunn.wi.us](mailto:publiccomment@co.dunn.wi.us). Items of business to be discussed or acted upon at this meeting are listed below:

**AGENDA**

1. Call to order
2. Call of the roll
3. Approval of the minutes: March 24, 2025
4. Public Comments
5. Staff Reports
  - A. Emergency Management and 9/11
  - B. Medical Examiner
  - C. Sheriff's Office
  - D. Courts
  - E. Criminal Justice Collaboration Council
  - F. District Attorney
  - G. Child Support
6. Items Placed at the Request of the Chair:
  - A. Presentation by Chris Straight from WCWRPC on Hazard Mitigation Plan
7. Consideration of Actions to be Taken by the Judiciary & Law Committee:
  - A. Discussion on Hazard Mitigation Plan
8. Consideration of reports, resolutions, and ordinances to the County Board from the Judiciary & Law Committee:
  - A. Sheriff's Office Budget Adjustment Request for First Responders Grant
9. Announcements: None.
10. Next Meeting: May 19, 2025 at 4:30 p.m.
11. Adjournment

Luke Wilsey, Chairperson

*Katie M. Schalley*

Katie M. Schalley, Recording Secretary

## Judiciary & Law Committee Meeting

*D R A F T*

### Minutes of the Meeting of the Judiciary & Law Committee Held on March 24, 2025 at 4:30 p.m.

#### 1. Call to order

A. The meeting called to order at 4:30 p.m.

#### 2. Call of the roll

A. Board members present in-person Chairman Luke Wilsey, Donald Gjestson, Tom Gilbert and Carl Vandermeulen.

#### 3. Approval of the minutes: February 24, 2025

A. Motion made by Carl Vandermeulen and seconded by Tom Gilbert. No discussion. Approved by voice vote.

#### 4. Public Comments

#### 5. Staff Reports

A. Child Support: Josie LaLiberty reported:

- She believes she has an accepted offer for an internal transfer for one of her vacant positions. The tentative start date is April 7, 2025.
- The IRS forgot to intercept individuals tax returns for child support. There were six states affected by this error. Wisconsin had \$2.6 million dollars that was not actually intercepted by the IRS. The tax payer did receive a letter stating that their taxes were intercepted.
- Someone receives over 100% on paternity establishment if they receive more results in one year versus the prior year.

B. Emergency Management and 9-11: Melissa Gilgenbach reported:

- Their agency had a call for carbon monoxide in the Village of Elk Mound. Her department had to eventually contact Menomonie Fire Department to assist as Elk Mound was not able to respond right away. She is working with the Elk Mound Fire Chief to assist providing information for statistics to help with their grant to help with volunteer departments. It is undetermined what the grant will include. The Elk Mound Fire Chief will continue to work with the consultant that was hired. She believes the next steps might be a report out from Tony, that might not come before the committee until July/August of 2025. She will continue to inform the committee as she learns more information about it.
- Melissa has submitted a grant to replace the current legacy system that they have been using since the 1990's.

C. Medical Examiner: Marcie Rosas present by Teams, nothing additional to report.

D. Sheriff's Office/Jail: Sheriff Kevin Bygd absent, Marshall Multhauf appeared by Teams, nothing additional to report.

E. Courts: Katie Schalley present, nothing additional to report.

F. Criminal Justice Collaboration Council: Sara Benedict absent.

- The behavior health officer working with Project Hope received the sunshine award from WEAU.

- Collection of DNA will be mapped to identify areas of improvement. There is a back-log of DNA that has not been submitted to the department of justice from Dunn County.

G. District Attorney: Andrea Nodolf present, nothing additional to report.

- 6. Items Placed at the Request of the Chair:** None.
- 7. Consideration of Actions to be taken by the Judiciary & Law Committee:** Disposal of the current deputy sheriff hiring eligibility list. Marshall Multhauf informs the committee that they need a new list in order to hire. Motion made by Tom Gilbert, second made by Don Gjetson. Motion passes.
- 8. Consideration of reports, resolutions, and ordinances to the County Board from the Judiciary & Law Committee:** None.
- 9. Announcements:** None.
- 10. Next Meeting:** April 28, 2025 at 4:30 p.m.
- 11. Adjournment at 4:53p.m.**

Submitted by,

*Katie M. Schalley*

Katie M. Schalley, Recording Secretary



# *Dunn County Emergency Communications*

615 Stokke Parkway Suite G400  
Menomonie, WI 54751  
Communications Center: (715)232-1348  
Fax: (715)232-0433  
[www.co.dunn.wi.us/911](http://www.co.dunn.wi.us/911)

April 17, 2025

To: Judiciary & Law Committee

From: Director Gilgenbach

Ref: April 2025 report

## **Emergency Management**

### **General day to day activities**

Emergency Management applies for 3 sustainable grants every year. The grants from 2024 have all been approved and checks have arrived for 2 of them.

### **Outreach**

April is Severe Weather Awareness Week in Wisconsin. Emergency Management used this as an opportunity to send out Face Book posts about preparedness and weather-related threats. On April 2, Emergency Management was a vendor at the Stout Wellness Fair. It was well attended, and many conversations were had regarding power outages and outdoor sirens.

### **Exercises/Trainings**

Jason Spetz was asked to serve as an evaluator for a large functional Emergency Operations Center activation exercise, in Eau Claire County, on March 26<sup>th</sup>. This was a drill facilitated by Wisconsin Emergency Management and Eau Claire County Emergency Management that exercised the use of the EOC in the City of Eau Claire, City of Altoona, and Eau Claire County and their response to an intentional dam failure at Lake Altoona. It's always beneficial to be part of these exercises due to the amount that can be learned by everyone involved.

Jason Spetz also attended ICS/EOC Interface training put on by WEM. This is an extensive course on Emergency Operation Centers working with incident command to achieve disaster management objectives.

### **Response**

We did not have any responses.

### **Hazard Mitigation Plan Update-**

Emergency Management was awarded \$49,000 through FEMA's Building Resilient Infrastructure and Communities (BRIC) Grant Program. This grant money (75% Fed; 25% local) was to be used to update our five-year Hazard Mitigation Plan. Our current plan expires October of this year.

Historically, a Hazard Mitigation Plan is required to be eligible for actual mitigation project funding or non-disaster assistance from FEMA, generally for hazards identified in the plan. For example, in 2014, we received \$148,000 for a bank stabilization project along the Chippewa River. In 2024 we started the application for another bank stabilization project along the Chippewa River, however it had not made it through the approval process before the cancellation of BRIC grant program. On April 4<sup>th</sup>, the current White House Administration announced that it would be ending the BRIC program and cancel all BRIC applications. It remains unclear if this applies to projects that are already in progress, with money already spent, which would apply in our case. Dunn County has already contracted through West Central Wisconsin Regional Planning Commission to help develop the new plan, and work had begun. It also remains unclear what role Hazard Mitigation plans will hold in the future.

We are currently holding off on any further work until we get more clarification from the government while exploring other options if funding is not provided.



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## **Emergency Communications**

The staffing levels in the Communication Center is starting to look a bit better. We currently have 10 Telecommunicators that are fully trained, this will help with allowing staff to take much needed time off. This will help a bit with the amount of overtime they all have been working, there will still be shifts to fill, however not an automatic five shifts a week. We are looking at hiring another individual after a brief break, we would like to enhance our training manual and implement some changes to the program.

In mid-March I was made aware of some of the older radio circuits that we have that are run on copper wire and would be decommissioned in mid-May. This would impact a line from the Menomonie Tower at the Rec Park to the Judicial Center and then from the Judicial Center to the Water Tower by the Glass Factory. I have been working with vendors to make the transition to a fiber link. We currently have a good fix for one circuit and are working on the other one. I have three more circuits, that are copper lines, that will be decommissioned later so I will work on solutions for those once I have the first two complete. The cost for the entire project is unknown at this time, if a budget adjustment is needed, I will bring that forward as soon as possible.

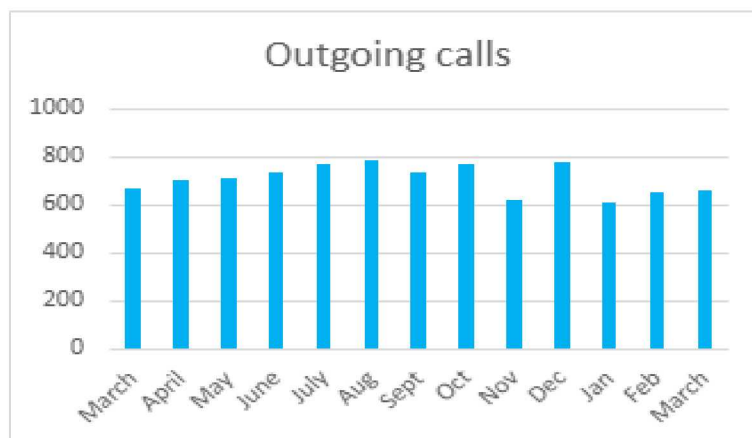
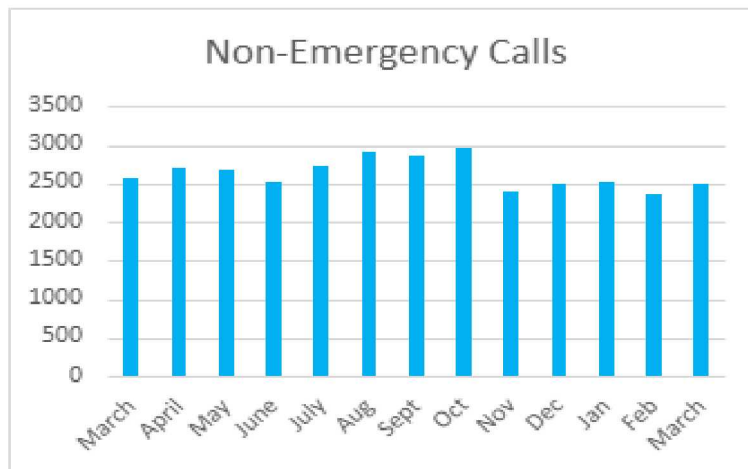
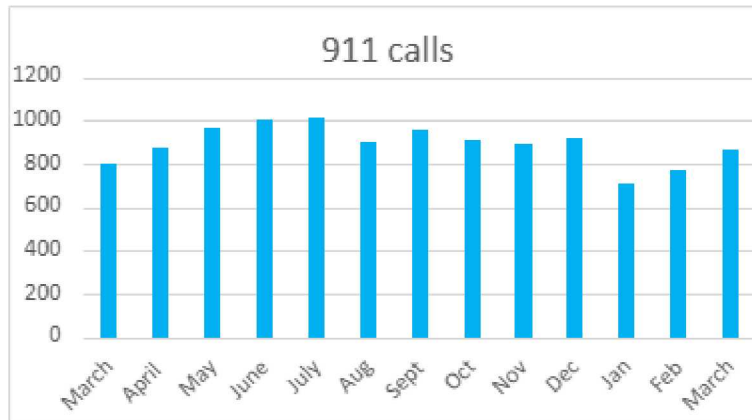
April 12-17 On Sunday the 12<sup>th</sup> we started having issues with 911 calls transferring information from the phone to our map so that we could see calls and where they plot. On Sunday there were 6 of us on conference for four hours trying to isolate the problem, Chris from the IT department and I were representing Dunn County, with representatives from the Phone, CAD, and recorder vendors also on the call. No resolution was found, but we found a work-around until Monday morning. Well, Monday, Tuesday, Wednesday and most of Thursday went by before the resolution was found. Chris Quilling spent so many hours helping me work through this and helping hold the vendors accountable. His help was invaluable. The dispatch staff worked with partial working equipment during that entire time and endured several vendors in and out of the Communication Center for 10 hours a day all while doing their work, Chris and the Dispatch staff are a great example of what makes Dunn County great.



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The statistics for the last year are as follows:





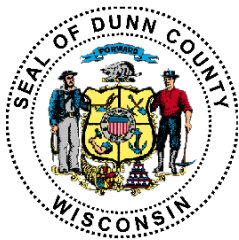


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## Emergency Communications & Management: Financials Jan - Mar 2025

Acct Type	Total 2024 Actuals	2025 Adopted Budget	2025 Budget Adj & Carry Forwards	Total 2025 Budget	YTD 2025 Actual	Total 2025 Projected
Revenue: Levy	1,353,394	1,452,330	-	1,452,330	1,452,330	1,452,330
Revenue: State Grant	1,464	63,500	-	63,500	-	63,500
Revenue: Federal Grant	-	-	1,700	1,700	-	1,700
Revenue: Capital Leases	66,986	67,900	-	67,900	15,436	61,743
Revenue: Fund Balance	44,224	-	-	-	-	-
Revenue: Debt CIP	218,000	-	179,583	179,583	-	179,583
Revenue: Fund Balance CIP	480,978	-	423,843	423,843	-	423,843
<b>Total Revenue</b>	<b>2,165,045</b>	<b>1,583,730</b>	<b>605,126</b>	<b>2,188,856</b>	<b>1,467,766</b>	<b>2,182,699</b>
Expense: S&F	1,188,099	1,393,297	-	1,393,297	303,448	1,285,711
Expense: Operating	201,008	190,433	1,700	192,133	37,221	184,660
Expense: CIP	95,552	-	603,426	603,426	-	603,426
<b>Total Expenses</b>	<b>1,484,659</b>	<b>1,583,730</b>	<b>605,126</b>	<b>2,188,856</b>	<b>340,669</b>	<b>2,073,798</b>
<b>Net</b>	<b>680,386</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,127,097</b>	<b>108,901</b>



## Dunn/Eau Claire County Medical Examiner

615 Stokke Parkway, Suite G300  
Menomonie, WI 54751  
(715) 231-2981

Marcie Rosas, Medical Examiner

DATE: April, 2025

TO: Judiciary and Law Committee

FROM: Marcie Rosas, Dunn/EC County ME

SUBJECT: Monthly Report

The Medical Examiner's office Continues to operate smoothly, with no major concerns or issues to report. There have been no changes in staffing at this time.

### First Quarter 2025 Report

During the first quarter of 2025, our office handled a total of 77 deaths. Below is a comparison against the first quarter of 2024:

- **Suicides:** 1 death (compared to 3 in Q1 2024)
- **Motor Vehicle Accidents (MVAs):** 1 death (same as Q1 2024)
- **Confirmed Drug Overdoses:** 1 death (compared to 3 in Q1 2024, 1 still pending Tox results)
- **Deaths Requiring Autopsy:** 4 cases (same as Q1 2024)

In addition:

- **Death Certificates Certified:** 21
- **Cremation Permits Signed:** 27

### Fee Updates – 2025 (Ramsey County)

- **Base Fee for Autopsy:** \$2,250.00 (includes Quality Control Examination by Dr. Mills) Increase of 300.00.
- **Quality Control (QC) Examination Fee – Dr. Mills:** \$600.00
- **Surcharge for Suspicious and Homicide Cases:** \$250.00



At this time, there are no major concerns within the budget.

**Medical Examiner Dunn County: Financials Jan - Mar 2025**

Acct Type	Total 2024 Actuals	Total 2025 Budget	YTD 2025 Actual	Total 2025 Projected
Revenue: Levy	207,194	215,115	215,115	215,115
Revenue: Public Charges	44,354	35,968	3,098	39,714
Revenue: Fund Balance	-	-	-	-
<b>Total Revenue</b>	<b>251,548</b>	<b>251,083</b>	<b>218,213</b>	<b>254,829</b>
Expense: S&F	184,288	207,622	44,799	192,006
Expense: Operating	31,476	55,701	8,279	49,676
<b>Total Expenses</b>	<b>215,764</b>	<b>263,323</b>	<b>53,079</b>	<b>241,682</b>
<b>Net</b>	<b>35,784</b>	<b>(12,240)</b>	<b>165,134</b>	<b>13,146</b>

**Medical Examiner Eau Claire County: Financials Jan - Mar 2025**

Acct Type	Total 2024 Actuals	Total 2025 Budget	YTD 2025 Actual	Total 2025 Projected
Revenue: Interdepartmental	501,419	601,503	79,059	526,020
Revenue: Fund Balance	-	-	-	-
<b>Total Revenue</b>	<b>501,419</b>	<b>601,503</b>	<b>79,059</b>	<b>526,020</b>
Expense: S&F	360,611	451,042	90,806	389,154
Expense: Operating	113,881	138,221	16,072	124,867
<b>Total Expenses</b>	<b>474,492</b>	<b>589,263</b>	<b>106,878</b>	<b>514,020</b>
<b>Net</b>	<b>26,927</b>	<b>12,240</b>	<b>(27,819)</b>	<b>12,000</b>





# Dunn County Sheriff's Office

*Sheriff Kevin Bygd*  
*Chief Deputy Marshall Multhauf*

615 Stokke Parkway Suite G300  
Menomonie, WI 54751  
Communications Center: (715)232-1348  
Business Office: (715)232-1564  
Fax: (715)232-3900  
[www.DunnCountySheriff.com](http://www.DunnCountySheriff.com)

To: Judiciary & Law Committee  
From: Sheriff Kevin Bygd  
Ref: April 2025 report

- We have started the hiring process for the open deputy sheriff position we currently have.
- Deputy Adam Krahn is approaching the end of his field training and doing well.
- The director of our First Responders program applied for and was awarded a state grant to support our first responder program for \$12,398.08. I will need to have a budget adjustment approved by this committee to move it forward to the Exec Committee next month. The resolution is included in your packet for review. This money would be used for First responder supplies and equipment this year if approved.

## Jail update

- We interviewed a couple good applicants for our two jail vacancies. We are starting background investigations on them so hopefully if they pan out we can fill our last two vacancies in the next month or two.
- We still have two corrections officers deployed on military leave until September, so even if we get our two vacancies filled, the jail will still be shorthanded until they return.
- We had our annual jail inspection on April 8<sup>th</sup> and received good feedback from the inspector with the exception of a minor issue with inmate classifications in some blocks. I'll attach a copy of his report for your review.
- We did receive a quote from a company that does jail flooring to rip out the carpet and replace it with an epoxy type floor covering in all blocks and dorms in the jail. Unfortunately, it's a little more than what we can afford out of our jail assessment funds to do all in one year. The total estimate was for \$266,975.00. We are going to look at doing this project over a couple of years. I'll attach that quote as well.
- Below are our jail stats from March.



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## Dunn County Jail Monthly Stats

Date Range: March 1-31, 2025

Average Daily Population: 86

### **Total Bookings: 139**

Males: 107                      77%

Females: 32                    23%

Median Age: 34

Recidivism: 81                58%

### **Breakdown by Race:**

White: 132                    95%

African American: 4        3%

Native American: 2        1%

Asian: 1                        1%

### **Inmate Violations:**

Major: 1 (0 Huber Violation, 1 Other)

Minor: 13

I've included our 2025 financial report below.



# Dunn County Sheriff's Office

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Chief Deputy Marshall Multhauf

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www.DunnCountySheriff.com

## Sheriff's Office (excluding Jail Assessment): Financials Jan - Mar 2025

Acct Type	Total 2024 Actuals	2025	2025 Budget	2025	YTD 2025 Actual	Total 2025 Projected
		Adopted Budget	Adj & Carry Forwards	Amended Budget		
Revenue: Levy	7,168,291	7,855,384	-	7,855,384	7,855,384	7,855,384
Revenue: State Grant	108,269	55,000	28,585	83,585	10,324	102,183
Revenue: ARPA Federal	711,765	-	-	-	-	-
Revenue: Public Charges	405,507	384,000	-	384,000	65,361	385,531
Revenue: Interdepartmental	3,068	5,000	-	5,000	-	4,183
Revenue: Forfeiture	3,865	-	-	-	368	4,205
Revenue: Donations	8,450	200	37,814	38,014	12,398	45,584
Revenue: Asset Sale	46,750	45,000	-	45,000	-	37,916
Revenue: Misc	85	-	-	-	-	-
Revenue: Other	607,402	-	-	-	-	-
Revenue: Fund Balance	59,823	294,622	-	294,622	-	294,622
<b>Total Revenue</b>	<b>9,123,275</b>	<b>8,639,206</b>	<b>66,399</b>	<b>8,705,605</b>	<b>7,943,835</b>	<b>8,729,608</b>
Expense: S&F	6,696,279	6,880,369	-	6,880,369	1,666,278	7,073,105
Expense: Operating	1,510,667	1,758,837	66,399	1,825,236	478,448	1,600,271
Expense: CIP	721,883	-	-	-	-	-
<b>Total Expenses</b>	<b>8,928,828</b>	<b>8,639,206</b>	<b>66,399</b>	<b>8,705,605</b>	<b>2,144,726</b>	<b>8,673,376</b>
<b>Net</b>	<b>194,447</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,799,109</b>	<b>56,232</b>

\* Surplus/(Deficit)

## Jail Assessment: Financials Jan - Mar 2025

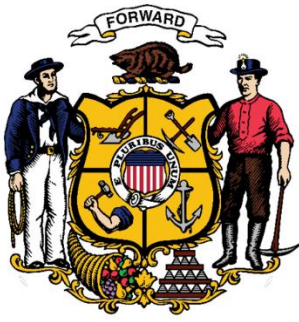
Acct Type	Total 2024 Actuals	2025	2025 Budget	2025	YTD 2025 Actual	Total 2025 Projected
		Adopted Budget	Adj & Carry Forwards	Amended Budget		
Revenue: Public Charges	63,364	85,000	-	85,000	9,430	85,000
<b>Total Revenue</b>	<b>63,364</b>	<b>85,000</b>	<b>-</b>	<b>85,000</b>	<b>9,430</b>	<b>85,000</b>
Expense: Operating	137,653	85,000	-	85,000	2,850	85,000
<b>Total Expenses</b>	<b>137,653</b>	<b>85,000</b>	<b>-</b>	<b>85,000</b>	<b>2,850</b>	<b>85,000</b>
<b>Net</b>	<b>(74,289)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,581</b>	<b>-</b>

\* Surplus/(Deficit).

### Projection Methodology:

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).

<b>Net</b>	<b>120,158</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,805,690</b>	<b>56,232</b>
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# Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

## Office of Detention Facilities

**Date:** April 10, 2025

Sheriff Kevin Bygd  
Dunn County Sheriff's Department  
615 Stokke Parkway  
Menomonie, WI 54751

**RE: 2025 Annual Inspection**

**Facility Name:** Dunn County Jail  
**Address:** 615 Stokke Parkway  
Menomonie, WI 54751

**Facility Type and Applicable Wisconsin Administrative Code:**

- Juvenile Detention Facility (Chapter DOC 346)
- Secured Residential Care Center for Children and Youth (Chapter DOC 347)
- Huber Facility (Chapter DOC 348)
- Municipal Lockup Facility (Chapter DOC 349)
- Jail (Chapter DOC 350)

**Date of Inspection:** April 9, 2025     **Inspected By:** Brad Hoover

**Inspection Process:** The annual inspection of the facility was conducted pursuant to WI Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections administrative code. This inspection consisted of a tour of the facility to assess the safety, sanitation, adequacy, and fitness of the facility; dialogue with staff and inmates; and a review of facility records and documentation.

### Approved Capacity Details

Maximum Rated Capacity	Population on the Day of Inspection	Is Facility Approved to Double Cell	Is Facility Approved to Hold Juveniles
160	79	Yes	No



**Inspection Results:**

**The following violations were noted during this year's inspection:**

- **Wisconsin Administrative Code DOC 350.06(6)(a) *Dormitories***  
During the inspection it was discovered that the jail was mixing classifications in the dormitories.

**Inspection Comments:**

On the day of inspection, the facility was clean and in good repair. During a walkthrough of the detention areas, there were no repetitive complaints from inmates regarding conditions of confinement or staff supervision.

However, it was determined during the inspection that inmates with different classifications were being housed together in the dormitories. Captain Maske acknowledged this issue and indicated that staff would be attending classification training and conducting a comprehensive review of the jail's classification procedures. Captain Maske also stated that corrective action would be taken to ensure inmates with different security classifications are not housed together in the future.

In closing, I would like to thank Captain Maske and your staff for their cooperation during this inspection process. If you have any questions regarding this report or any other matter, please feel free to contact me.

Sincerely,



Brad Hoover, Inspector  
Office of Detention Facilities

Cc: Rachel Maske, Captain  
Greg Bucholtz, ODF Director  
File



**INDUSTRIAL COATINGS**  
**529-4848**

**13723 Boxhorn Drive**  
**Muskego, WI 53150**

April 17, 2025

To: **Captain Maske**  
**615 Stokke Parkway**  
**Suite G300**  
**Menomonie, WI 54751**

Date	Dunn County Jail Comon Rooms	Proposed
4.11.2025	Pod A,F	4950.00
	Pods B,C,D,E	9900.00
	Rec Area	16500.00
	North and South Dorms	34650.00
	Huber A,B	24750.00
	Huber C,D	28875.00
	Holding Cells	1650.00
	Interview Rooms	2475.00
	** Project entails removal of existing floor and cove system and	
	Adhesives, prepare for the installation of a double broadcast floor	
	System with a 4 inch base cove integrated. Color to be chosen	
	Later.	
	-Due to volatility of markets at this time quote good for 30 days	
	Contact us for updated pricing.	
	Housing and transport estimated at 76 days	\$9575.00
	Balance Total	\$266975.00

**Thank You,**  
*Tad Luedtke*



**Clerk of Courts and  
Register in Probate Office**  
615 Stokke Pkwy, Suite 1500  
Menomonie, WI 54751  
Phone: (715) 232-2611  
Fax: (715) 232-6888

Katie M. Schalley, Clerk - Erin Metcalf, Office Manager - Lisa Crouse, Register in Probate

TO: Judiciary and Law Committee Members  
FROM: Katie M. Schalley, Dunn County Clerk of Courts  
DATE: April 16, 2025  
SUBJECT: April Judiciary and Law Meeting

## Budget

- Listed below is the January – March 2025 budget overview.

### Court Services: Financials Jan - Mar 2025

Acct Type	Total 2024	Total Budget	YTD 2025	Total 2025
	Actuals	2025	Actual	Projected
Revenue: Levy	948,550	1,035,011	1,035,011	1,035,011
Revenue: State Grant	337,814	323,800	106,653	374,831
Revenue: Public Charges	374,951	266,000	67,779	310,846
Revenue: Forfeiture	277,667	223,000	38,091	256,412
Revenue: Fund Balance	20,310	62,028	-	62,028
<b>Total Revenue</b>	<b>1,959,292</b>	<b>1,909,839</b>	<b>1,247,534</b>	<b>2,039,129</b>
Expense: S&F	1,297,874	1,408,897	329,614	1,404,639
Expense: Operating	503,244	500,942	124,037	478,854
Expense: CIP	-	-	-	-
<b>Total Expenses</b>	<b>1,801,118</b>	<b>1,909,839</b>	<b>453,652</b>	<b>1,883,493</b>
<b>Net</b>	<b>158,174</b>	<b>-</b>	<b>793,883</b>	<b>155,635</b>

\* Surplus/(Deficit)

#### Projection Methodology:

- Wages are projected based on 26 pay periods & health benefits based on 12 months.
- Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).

- There are no budgetary concerns at this time.

## March Case Updates

- There were 1,114 cases filed during the month of March with the Clerk of Courts Office.
- There were 729 hearings held in March. This does not include traffic, forfeiture, and juvenile ordinance cases.
- There were 809 traffic, forfeiture, and juvenile ordinance matters held. A large majority of these cases are handled directly with the clerk of courts office and they cases are not heard by the circuit court judges.
- There were 134 hearings canceled during the month of March. A majority of the cancellations are due to cases resolving, the future hearing(s) scheduled before the Judge are no longer needed.

- There were 154 hearings re-scheduled by staff.
- There were 1,024 cases disposed of during the month of March.

## Jury

- There were no jury trials that occurred in March. There is one jury trial that sounds like it will take place on April 22, 2025 before Judge Peterson.
- On April 11, 2025 we mailed out 305 juror qualification questionnaires. Jurors have 10 days to complete and return to the form. If a juror is qualified to serve as a juror, they will receive a summons in the mail from the Clerk of Courts office at a later date. Jury service is for one month in Dunn County.

## Staffing

- I have submitted a personnel requisition with Human Resources to start the recruitment process to fill a vacant part-time Deputy Clerk position. This position will work 20 hours per week.
- Judge Peterson's judicial assistant, Kim, had her baby and has started her maternity leave. Both mom and baby are doing well! Kim will return back to the office in July.

## Updates

- On March 28, 2025, five deputy clerks attended a regional training in Eau Claire County that was put on by the Director of State Courts office. Staff learned about the dynamics of domestic abuse and survivors' experiences in court, working with immigrant survivors, victim rights and restraining order processes, and record retention and display policies.
- There are three deputy clerks that will be attending a conference at CVTC called learn, grow, and lead. This was offered by the Human Resources department and offered to all staff in the office.
- I have completed my annual CS-147 report that is due to the Director of State Courts office by May 15<sup>th</sup> annually. The report includes the revenues and expenditures incurred in the past calendar year for circuit court operations. Failure to complete the report will result in a county not receiving the court support payment from the state.



## DUNN COUNTY

### **Criminal Justice Collaborating Council**

*Chair Honorable Christina Mayer, Dunn County Circuit Court Judge Branch 2*

*Vice Chair Sheriff Kevin Bygd*

### **Dunn County Administration**

### **Criminal Justice Collaboration Division**

*Criminal Justice Director Sara Benedict*

3001 US Highway 12 E, STE 270, Menomonie, WI 54751

Office (715) 231-6686/Cell (715) 308-6518/Fax (715) 203-8292

Email: [sbenedict@co.dunn.wi.us](mailto:sbenedict@co.dunn.wi.us)

Website: <https://www.co.dunn.wi.us/cjcc>

**SUBJECT:** CJCC/CJC Division Monthly Update

**TO:** Dunn County Committee on Administration & Judiciary and Law Committee

**FROM:** Sara Benedict, Dunn County Criminal Justice Director

**DATE:** April 16, 2025

Please accept this written report of highlights since the last report dated March 14, 2025:

### **CJCC Meetings and Activities**

- CJCC Executive and Operations Committees last met on April 2 at 11am on Teams. The Committees took action to approve the Crime Prevention Fund Board Special Committee with CJCC oversight. The request from Public Health for the CJCC to be the governance oversight organization for the new Overdose Fatality Review (OFR) team was approved. Committees received an update on law enforcement deflection and diversion and DNA collection mapping. The new grant opportunity with Vital Strategies is being examined by the County's local opioid funding group. Next meeting of the CJCC Executive and Operations Committees will be on June 4 at 11am on Teams. Next quarterly meeting of the full CJCC is scheduled for May 15, 2025.

### **CJCC Grants**

- First quarter grant reports were submitted for the Treatment Alternatives and Diversion (TAD) grant that fund the Treatment Opportunity Program (post-charge diversion) and Treatment Court enhancements. Grant reports were also submitted to the Wisconsin Department of Justice for the Law Enforcement Deflection and Diversion JAG grant and the Residential Substance Abuse Treatment (RSAT) grant in the jail.
- Continued monthly grant calls with state DOJ and DHS for law enforcement deflection and diversion and treatment in jail grants.
- Monthly Family Treatment Court technical assistance calls held with Children and Family Futures as part of the federal grant.
- Monthly Treatment in Jail program meetings held.
- Met with Kaleidoscope Center regarding contracts for center hour expansion and satellite office utilization in Boyceville and Elk Mound.

### **Other Activities**

- Attended Cordata training for Project Hope community referrals.



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- Monthly Family Treatment Court and Treatment Court team meetings held.
- Met with Public Health and DHS to consider Vital Strategies local opioid match grant.
- Met with St. Croix County CJCC Coordinator to discuss Family Treatment Court start up.
- Met with Wood County and Marshfield Clinic staff to discuss law enforcement diversion.
- Director Benedict chaired the state CJCC Treatment Alternatives and Diversion (TAD) subcommittee meeting on 3/27.
- Attended WCA weekly leadership calls and the Virtual Opioid Abetment Summit.
- Met with technical advisors regarding Dunn County's application to be a Diversion Mentor Site.

### **Budget and Personnel**

- Total grant reimbursements of \$112,659.28 for four state grants was requested for quarter one 2025 from the State DOJ.
- Program assistant continues to be out on maternity leave until May.
- See budget attached with updated projections as of April 16, 2025.

SB/sb





**DUNN COUNTY**

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**CJC Council: Financials Jan - Mar 2025**

Acct Type	Total 2024 Actuals	2025 Adopted Budget	2025 Budget Adj & Carry Forwards	Total 2025 Amended Budget	Total 2025 Actual	Total 2025 Projected
Revenue: Levy	434,466	465,934	-	465,934	465,934	465,934
Revenue: Other	10,946	-	-	-	-	-
<b>Total Revenue</b>	<b>445,412</b>	<b>465,934</b>	<b>-</b>	<b>465,934</b>	<b>465,934</b>	<b>465,934</b>
Expense: S&F	337,287	378,982	-	378,982	80,338	378,922
Expense: Operating	82,864	86,952	-	86,952	16,127	86,657
<b>Total Expenses</b>	<b>420,151</b>	<b>465,934</b>	<b>-</b>	<b>465,934</b>	<b>96,465</b>	<b>465,579</b>
<b>Net</b>	<b>25,261</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>369,469</b>	<b>355</b>

**CJC Council Grants: Financials Jan - Mar 2025**

Acct Type	Total 2024 Actuals	2025 Adopted Budget	2025 Budget Adj & Carry Forwards	Total 2025 Amended Budget	YTD 2025 Actual	Total 2025 Projected
Revenue: State Grant	645,004	517,086	350,000	867,086	-	867,086
Revenue: Donations	-	-	5,000	5,000	-	5,000
<b>Total Revenue</b>	<b>645,004</b>	<b>517,086</b>	<b>355,000</b>	<b>872,086</b>	<b>-</b>	<b>872,086</b>
Expense: S&F	331,276	365,061	53,930	418,991	92,459	361,484
Expense: Operating	311,802	152,025	301,070	453,095	40,934	445,825
<b>Total Expenses</b>	<b>643,078</b>	<b>517,086</b>	<b>355,000</b>	<b>872,086</b>	<b>133,393</b>	<b>807,309</b>
<b>Net</b>	<b>1,926</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(133,393)</b>	<b>64,777</b>

\* Surplus/(Deficit)

**Projection Methodology:**

1. Wages are projected based on 26 pay periods & health benefits based on 12 months.
2. Expenses and revenues are projected based on year-to-date less than 1 month. It may not be applicable for fixed funding sources (i.e., grants & levy).



## DUNN COUNTY DISTRICT ATTORNEY'S OFFICE

615 Stokke Parkway, Suite 1700

Menomonie, WI 54751

Phone: [715] 232-1687 • Fax: [715] 232-6886



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**District Attorney**

Andrea Amidon Nodolf

**Assistant District Attorneys**

• Megan E. Kelly • Lucas Arras • David Schneck • Matt Kirkpatrick

DATE: April 16, 2025  
TO: Judiciary and Law Committee Members  
FROM: Andrea Nodolf – Dunn County District Attorney  
SUBJECT: District Attorney's Office ("Office") Monthly Update

Dear Members of the Judiciary and Law Committee,

- Staffing
  - Assistant District Attorney, Matt Kirkpatrick, joined the Office on April 7, 2025. While he is still becoming familiar with Dunn County's specific procedures, his prior experience in other counties has allowed him to hit the ground running and he's already handling a full caseload.
- Training
  - Assistant District Attorney Luke Arras conducted a training with the Dunn County Department of Human Services on April 2, 2025 regarding the dangers of methamphetamine, courtroom testimony and arguments, victim rights, and court filings and paperwork.
- Health Insurance
  - An employee in the Office reported that despite receiving a step increase in January, her paycheck is now \$40 less per pay period compared to last year. This decrease appears to be due to increased health insurance deductions, which have unfortunately offset the annual raise she received. I am requesting the County Board keep this in mind when evaluating health insurance rates and making adjustments to the pay grid for the upcoming year.
- Cases
  - On March 21, 2025, a sentencing hearing was held for Dunn County Cases 22CF71, 22CF231, 22CF438, and 22CM32. The charges for these cases included Battery – Bodily Harm, Misdemeanor Battery, Second Degree Recklessly Endangering Safety, Disorderly Conduct, and a number of felony and misdemeanor bail jumping charges. The Honorable Christina M. Mayer sentenced the Defendant to a combined prison sentence of 12 years with 7 years of initial confinement followed by 5 years of extended supervision.

- On March 28, 2025, a sentencing hearing was held for Dunn County Case 24CF284. The Defendant previously pled no contest to one count Possession with intent to deliver Methamphetamine (>50g) as Party to a Crime and as a 2<sup>nd</sup> or subsequent offense. Two other counts were dismissed and read in. This was a case the West Central Drug Task Force was investigating which led to the recovery of over 900 grams of methamphetamine. The co-defendant is being federally prosecuted and that case is still pending. The Honorable Luke M. Wagner sentenced the Defendant to a 14.5 year prison sentence with 6.5 years of initial confinement followed by 8 years of extended supervision.
- There are 12 jury trials scheduled between now and the end of May. As always, many of these cases may settle prior to trial.
- Budget
  - There is no concern for the 2025 budget as described below.

**District Attorney: Financials Jan - Mar 2025**

<b>Acct Type</b>	<b>Total 2024 Actuals</b>	<b>Total 2025 Budget</b>	<b>YTD 2025 Actual</b>	<b>Total 2025 Projected</b>
Revenue: Levy	597,310	646,149	646,149	646,149
Revenue: State Grant	41,101	83,888	-	83,888
Revenue: Federal Grant	92,931	-	-	-
Revenue: Public Charges	46,533	18,000	89	18,000
Revenue: Misc	5,092	-	-	-
Revenue: Fund Balance	104,780	37,126	-	37,126
<b>Total Revenue</b>	<b>887,747</b>	<b>785,163</b>	<b>646,238</b>	<b>785,163</b>
Expense: S&F	662,582	700,347	173,263	691,050
Expense: Operating	56,424	84,816	29,599	81,864
Expense: CIP	22,820	-	-	-
<b>Total Expenses</b>	<b>741,826</b>	<b>785,163</b>	<b>202,862</b>	<b>772,914</b>
<b>Net</b>	<b>145,921</b>	<b>-</b>	<b>443,375</b>	<b>12,249</b>



JOSIE LALIBERTY, DIRECTOR

Dunn County Child Support Agency  
615 Stokke Pkwy, Suite 1600  
Menomonie, WI 54751

Phone: 715-232-1671  
Fax: 715-232-6880

To: Judiciary and Law Committee Members  
From: Josie LaLiberty, Director  
Date: April 18, 2025  
Subject: Written Report

#### **Department of Treasury – Federal Tax Offset Processing Error**

- The federal Office of Child Support Services (OCSS) announced that on February 26<sup>th</sup>, the Department of Treasury’s Bureau of the Fiscal Service (BFS) experienced a processing issue affecting more than 17,000 federal tax offsets nationwide
- This error caused refunds, totaling over \$31 million dollars, to be erroneously distributed to the delinquent Payer’s of child support which were supposed to have been intercepted to offset their unpaid child support balances
- The six most-impacted states were: Ohio (\$6.5 mil), Michigan (\$5.9 mil), Illinois (\$3.3 mil), Indiana (\$3.2 mil), Missouri and Wisconsin (both \$2.3 mil)
  - Impacted Payer’s had already been issued a letter from the IRS notifying them that their refunds were intercepted for past due child support - but the intercepts did not actually happen, nor will corrected treasury notices be sent
  - Wisconsin’s Bureau of Child Support (BCS) requested a list from BFS identifying the 1129 impacted Payer’s from our state (7 with Dunn County orders)
  - If impacted Payer’s contact the CSA, we are to direct them to contact the IRS

#### **Administration for Children and Families (ACF) – Regional Offices Consolidated**

- BCS was notified by the ACF that they are restructuring in accordance with President Trump’s Executive Order titled “Implementing the President’s ‘Department of Government Efficiency’ Workforce Optimization Initiative”
- Health & Human Services is consolidating its 10 regional offices into 5 regional offices
- The following regional offices are closed:
  - Region 1 – Boston Office: Serving Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont
  - Region 2 – New York City Office: Serving New York, New Jersey, Puerto Rico, and the U.S. Virgin Islands
  - Region 5 – Chicago Office: Serving Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin
  - Region 9 – San Francisco Office: Serving Arizona, California, Hawaii, Nevada, American Samoa, Federated States of Micronesia, Guam, Marshall Islands, Republic of Palau, and the Commonwealth of the Northern Mariana Islands
  - Region 10 – Seattle Office: Serving Alaska, Idaho, Oregon, and Washington

#### **Wisconsin’s Preliminary Performance Rankings – Federal Fiscal Year (FFY) 2024**

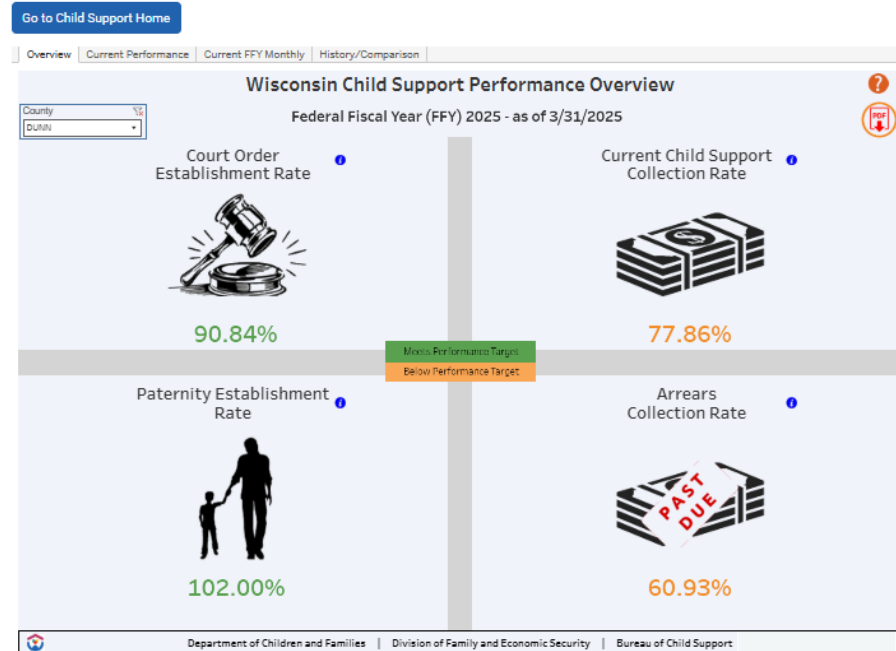
- Paternity – 15<sup>th</sup> (98.78%)
- Court Order Establishment – 38<sup>th</sup> (83.82%)
- Current Support Collected – 5<sup>th</sup> (74.38%)
- Arrears (debt) Collected – 11<sup>th</sup> (67.78%)
- Cost-Effectiveness – 11<sup>th</sup> (\$5.47)

#### **Program Assistant – Position Filled**

- Kathy Casper started in the CSA the week of April 7<sup>th</sup> having transferred internally from Finance
- With 20 years of Dunn County employment under her belt, Kathy has many transferable skills which will serve her well in this new role
- Kathy is a great addition to the CSA team!



### Child Support Performance Overview Dashboard



State Averages: Court Order Establishment Rate = 83.25%, Paternity Establishment Rate = 91.92%, Current Support Collection Rate = 74.60%, Arrears (debt) Collection Rate = 57.73%

#### Child Support Agency: Financials Jan - Mar 2025

Acct Type	Total 2024	Total 2025	YTD 2025	Total 2025
	Actuals	Budget	Actual	Projected
Revenue: Levy	77,466	60,032	60,032	60,032
Revenue: State Grant	698,006	725,439	-	779,439
Revenue: Public Charges	5,702	5,500	1,407	5,626
Revenue: Misc	245	280	70	420
<b>Total Revenue</b>	<b>781,420</b>	<b>791,251</b>	<b>61,509</b>	<b>845,517</b>
Expense: S&F	671,439	744,928	158,153	673,198
Expense: Operating	36,463	46,323	14,708	40,236
<b>Total Expenses</b>	<b>707,902</b>	<b>791,251</b>	<b>172,861</b>	<b>713,434</b>
<b>Net</b>	<b>73,517</b>	<b>-</b>	<b>(111,353)</b>	<b>132,083</b>

\*Surplus/(Deficit)

DUNN COUNTY, WISCONSIN

RESOLUTION NO. \_\_\_\_\_

APPROVING 2025 BUDGET AMENDMENT

NOW, THEREFORE, BE IT RESOLVED that effective with the publication of the notices required by law, the budget of the County of Dunn, Wisconsin, for the year beginning January 1, 2025, is amended by the following amounts to the line item account numbers shown:

2025 Budget Amendment Requests

Revenue	Expense
---------	---------

**Sheriff's Office**

**First Responder-Grants**

1270010900	527075	State Grant-1 <sup>st</sup> Responder	\$12,398.08	
1270010900	435000	State-Grants G111000018.2223		\$12,398.08

**Grant Total Carryforward & Budget Adjustment Request    \$12,398.08    \$12,398.08**

BE IT FURTHER RESOLVED the Board authorizes the Department of Administration to enter and maintain the information contained herein in a manner based upon generally accepted accounting standards and that effective with the publication of the proceedings of this meeting the following changes are, hereby, adopted.

Dated the 21<sup>st</sup> of May 2025, at Menomonie, Wisconsin.

OFFERED BY THE EXECUTIVE  
COMMITTEE:

\_\_\_\_\_  
Kelly McCullough, Chair

Approved as to Form and Execution:

ADOPTED ON: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Andrew Mercil, County Clerk

\_\_\_\_\_  
James McMenemy, Corporation Counsel

**Budget Impact:** Adoption of this resolution increases the 2025 adopted budget by **\$12,398.08**.  
Adoption of this resolution has no impact upon the current year tax levy.



**Background Information:**

The Executive Committee has considered the justifications for the proposed 2025 Budget Amendment and recommends that the Board adopt the carryforward as being in the best interest of the County. The adoption of this resolution has no impact on the current year's tax levy.

**Sheriff's Office**

The Sheriff's Office is requesting a \$12,989.08 budget amendment. The budget amendment is based on a grant awarded by the Wisconsin Department of Health Services for Emergency Medical Services Funding Assistance.