

Richland County Public Safety Standing Committee

Date Posted: July 25, 2025

NOTICE OF MEETING

Please be advised that the Richland County Public Safety Standing Committee will convene on Friday, August 1, 2025, at 8:30 AM in the Richland County Board Room of the Courthouse at 181 West Seminary Street, Richland Center, WI 53581.

Information for attending the meeting virtually (if available) can be found at the following link:

<https://administrator.co.richland.wi.us/minutes/public-safety-committee/>

If you have any trouble accessing the meeting, please contact MIS Support at 608-649-4371 (phone) or mis@co.richland.wi.us (email)

AGENDA

1. Call To Order
2. Roll Call
3. Verification Of Open Meetings Law Compliance
4. Approval Of Agenda
5. Approval Of Minutes From June 6, 2025 Meeting
6. Public Comment
7. Reports
 - A. Sheriff – Departmental Activities
 - B. Coroner – Departmental Activities
 - C. Circuit Court Judge – Departmental Activities
 - D. Clerk Of Court – Departmental Activities
 - E. Register In Probate – Departmental Activities
 - F. District Attorney – Departmental Activities
 - G. Emergency Management – Departmental Activities
 - H. PSAP & NG-911 Grants
 - I. Radio Tower Project
 - J. Courthouse Security Report
8. Approval Of Monthly Invoices
9. Correspondence
10. Future Agenda Items
11. Adjourn

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Tricia Clements, County Administrator at 181 W. Seminary St., Richland Center, WI 53581 or call 608-647-2197.

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Public Safety Standing Committee.

Derek S. Kalish
County Clerk

Richland County

Public Safety Standing Committee

June 6, 2025

The Richland County Public Safety Standing Committee convened on Friday, June 6, 2025, in person and virtually at 8:30 AM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Frank called the meeting to order at 8:31 AM.

Roll Call: Deputy Clerk Hege conducted roll call. Committee member(s) present: Craig Woodhouse, David Turk, Chad Cosgrove, Melvin “Bob” Frank, Kerry Severson, and Julie Fleming. Committee member(s) absent: Gary Manning.

Verification of Open Meetings Law Compliance: Deputy Clerk Hege confirmed the meeting had been properly noticed.

Approval Of Agenda: Motion by Cosgrove, second by Fleming to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From May 2, 2025 Meeting: Motion by Severson, second by Fleming to approve the May 2, 2025 minutes. Motion carried and the May 2, 2025, minutes declared approved.

Public Comment: None.

Reports:

- A. **Sheriff – Departmental Activities:** Sheriff Porter briefly presented the Sheriff’s Monthly Report for May 2025. Brief discussion on the seasonal increase in calls ensued.
- B. **Coroner - Departmental Activities:** Richland County Emergency Management Director, Michael Jessen, presented the April 2025 and May 2025 Coroner’s Reports to the committee. Director Jessen reported that the coroner’s office is currently at 62 cases for the year and that Mr. Rossing is working on a job description for the Deputy Coroner position. Brief discussion ensued.
- C. **Circuit Court Judge - Departmental Activities:** The Honorable Lisa McDougal, Richland County Circuit Judge, expressed her pleasure with her experience and competent staff and gave a verbal report to the committee on the departmental activities of the Circuit Court including the activities of the Criminal Justice Coordinating Committee, the Courthouse Security Committee, the new prohibited items signs for the courtroom, and a brief synopsis of her attendance at the Court Security Conference held in Appleton, Wisconsin. Judge McDougal thanked Committee Chair Frank for his assistance in acquiring new chairs for the courtrooms and expressed her concerns on the continued lack of audio/visual capabilities in the small courtroom. Extensive discussion on the need for audio/visual capabilities in the small courtroom ensued. Chair Frank clarified with Judge McDougal that the issues she is concerned with were audio/video limitations of the small courtroom and the fire alarm system notification. Discussion ensued. Supervisor Severson stated that he had heard from a local news source that a bat was loose in the courtroom during an active trial. Brief discussion ensued. Judge McDougal reminded the committee that the next meeting of the Courthouse Security Committee was set for June 16, 2025.

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D. Clerk Of Court - Departmental Activities: No one present.

E. Register In Probate - Departmental Activities: Register in Probate, Ms. Jenifer Laue reported that it has been a very busy spring for the Register in Probate office and expressed her frustration regarding the continued delays outfitting the small courtroom with audio/visual equipment and shared a quote that had been received for the work needed in June of 2023. Ms. Laue also spoke the importance of security throughout the entire courthouse, not just in the courtrooms. Extensive discussion on the audio/visual capabilities of the small courtroom ensued.

F. District Attorney - Departmental Activities: No one present.

G. Emergency Management - Departmental Activities: Richland County Emergency Management Director, Michael Jessen presented a report and presentation on the role and responsibilities of a County Emergency Manager. Discussion ensued.

H. PSAP & NG-911 Grants: Nothing to report.

I. Radio Tower Project: Sheriff Porter reported that ground was being broken on the last tower site and a Richland County Radio Project Monthly Summary – June 2025 was available for the committee.

J. Courthouse Security Report: Judge McDougal made a brief report on two incidents that occurred recently, including multiple phone calls received from an unstable member of the public, and the difficulties caused by the limited bathrooms during the recent trial.

Approval of Monthly Invoices: Sheriff Porter presented the May 2025 bills. Motion by Cosgrove, second by Woodhouse to approve the monthly invoices as presented. Motion carried and the monthly invoices were approved as presented.

Discussion & Possible Action: Resolution Applying For And Accepting A PSAP Grant For 2026 and Discussion & Possible Action: Resolution Applying For And Accepting A NG911 Grant For 2026: Sheriff Porter gave a brief background on the two items. Motion by Cosgrove, second by Fleming to approved both items and move on to the Executive and Finance Standing Committee. Extensive discussion ensued on the wording of the resolutions ensued. Motion carried and both items were approved and moved on to the Executive and Finance Standing Committee.

Correspondence: None.

Future Agenda Items: None.

Discussion on an alternate date for the July meeting due to the holiday ensued.

Adjourn: Committee Chair Frank entertained a motion to adjourn to June 27, 2025, at 8:30 AM. Motion by Fleming, second by Woodhouse to adjourn to June 27, 2025. Motion carried and meeting adjourned at 9:49 AM.

Respectfully submitted by,

Richland County
Public Safety Standing Committee

Myranda H. Hege

Myranda H. Hege
Deputy County Clerk

DRAFT

Coroner's Report

June 24-July 21, 2025 (time of last report to the time now reporting)

- Our office had 10 calls during the time period listed
- Ages of decedents ranged from 22-98 years
- Four of the ten cases involved individuals on Hospice Care
- All of the cases were cremations
- Cause of death included: 3 cancer-related, 2 heart-related, 2 failure to thrive/advanced age, 1 respiratory failure, and 2 accidental (one was a fall from a vehicle and the other was a rollover accident)
- The two accidental deaths were autopsy cases. One had undiscernible injuries and the other was at the request of the District Attorney.
- At this time last year, we were at 63 cases. We are at 86 cases for 2025
- 2 pending autopsies have been completed recently, and the cause of death determined. Both were overdose deaths due to the use of a synthetic opioid. Results have been shared with next of kin, as well as the RCPD and RCSO, and death certificates have been completed. Synthetic opioids are becoming more prevalent, and it is difficult for testing to keep up. Manufacturers of these drugs alter the chemical structures to create new compounds which often aren't targeted by existing drug tests. In one of the two cases we had, approval was needed to proceed with "confirmatory analysis" following the initial toxicology screening. Permission was granted and additional testing confirmed a positive result. The cost of additional testing was \$378.00.
- We currently have 2 pending cases at the Dane County Medical Examiner's Office. I am hopeful that final reports will be available soon.

I am pleased to announce the addition of Deputy Coroner Lane Crottsenberg to the Richland County Coroner's Office staff! Ideally, I would like to find 1-2 more people to serve as Deputy Coroners. I appreciate the assistance of County Administrator, Tricia Clements, in developing a job description and posting for these positions.

In addition to working on additional staff, we are also looking at the pay and fees for the Coroner's Office. We are working to assemble a document that would compare current fees and pay to nearby counties which have similar demographics. Larger counties, such as Sauk, often have salaried employees.

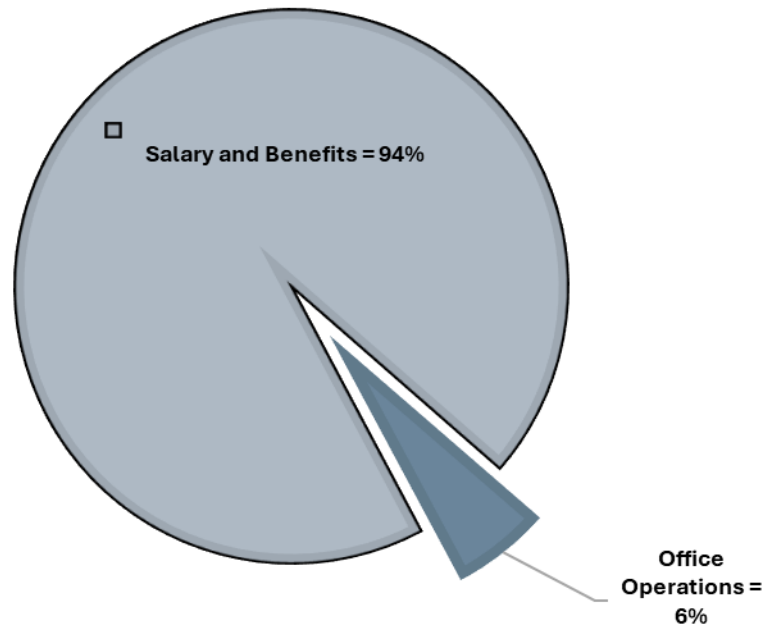
I would also like to look at a possible increase in fees, including implementation of a fee for completion of death certificates. Doing so would provide compensation to staff for the service and could also provide extra revenue for the County. Due to 2015 Wisconsin Act 336, assistance from Corporate Counsel may be necessary to determine what the limitations are.

Please reach out if you have any questions or concerns.
Respectfully, Jim Rossing – Richland County Coroner

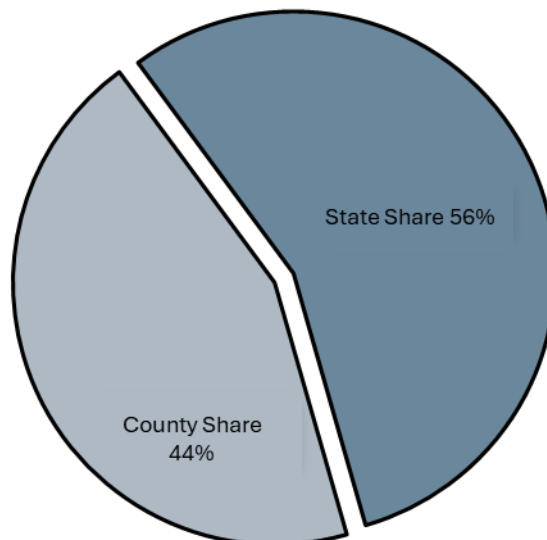
DA'S OFFICE - 2026 COUNTY BUDGET

■ Salary and Benefits

■ Office Operations



2026 DA Office Budget State v. County Share



Richland County Project Schedule

7/16/2025

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