

Columbia County
JUDICIARY COMMITTEE MINUTES
March 9, 2021

Notice: These minutes have not been approved by the Judiciary Committee and are subject to additions and/or corrections. They will be approved at next month's regularly scheduled committee meeting.

Present: Robert McClyman, Eric J. Shimpach, Chris Polzer, Liz Miller and Steven Rohrbeck
Also Present: Judge Voigt, Judge Cross, Judge Hepler, James Foley, Susan Raimer, Brenda Yaskal, Julie Kayartz, Selina Hooker, Joseph Ruf III and Jamie Henriksen

I. Call to Order. Posting Compliance. Approve Agenda. Approve Minutes. Expenditure Reports.

- 1) Meeting called to order at 8:15 a.m. by Chair McClyman.
- 2) Posting compliance was met per Open Meetings Law.
- 3) ***Motion was made by Miller to approve the agenda. Seconded by Shimpach. Motion carried.***
- 4) ***Motion was made by Shimpach to approve the previous meeting minutes from January 12, 2021. Seconded by Miller. Motion carried.***
- 5) **Public Input.** None.
- 6) **Chairman's Communications.** None.
- 7) **Expenditure Reports.** After a review of the expenditure reports for the Judges, Clerk of Courts, District Attorney's Office, Corporation Counsel Office, and Child Support Office, ***a motion was made by Miller to approve all of the expenditures. Seconded by Polzer. Motion carried.***
- 8) **Next meeting date** will be Tuesday, April 13, 2021 at 8:15 a.m. in the Courthouse basement conference room. The Judiciary Committee decided to go back to monthly meetings.

II. Judges:

- **General Review of Department Activities.** General discussion of monthly activities provided by Judge Voigt. Some in-person jury trials are set to happen soon, though most court will still be conducted electronically for the time being. Judge Hepler added that they are still struggling to fill vacancies for Court Reporters/DAR System Operators, but should have someone starting soon. All four Courtrooms have the DAR Systems installed.
- **Resolution – Transfer Funds for Contract Court Reporters.** Discussion. Motion was made by Miller to approve the Resolution – Transfer Funds for Contract Court Reporters. Seconded Rohrbeck. Motion carried.
- **Review and Approve Register in Probate 2020 Annual Report.** Discussion. Motion was made by Polzer to approve the Register in Probate 2020 Annual Report. Seconded by Shimpach. Motion carried.

III. Clerk of Courts:

- **General Review of Department Activities.** General discussion of monthly activities provided by COC Susan Raimer. Raimer discussed the changes and challenges in COC operations that have occurred due to COVID-19. COC Raimer attended a virtual Clerk of Courts Conference and discussed changes to CCAP coming in the next few months.
- **Review and Approve Clerk of Courts 2020 Annual Report.** Discussion. Motion was made by Polzer to approve the Clerk of Courts 2020 Annual Report. Seconded by Shimpach. Motion carried.

IV. District Attorney:


- **General Review of Department Activities.** General discussion of monthly activities provided by DA Brenda Yaskal. Yaskal discussed changes and challenges in the DA's Office operations due to COVID-19. Yaskal has an Assistant District Attorney retiring. She has some challenging cases coming up but is still optimistic.
- **Position Replacement Request** for a part time Legal Secretary presented by DA Yaskal. Motion by Shimpach to approve the replacement request for a part time Legal Secretary. Seconded by Polzer. Motion carried.
- **Position Request** to increase hours from 18.75 per week to full time (37.5 or 40.0 per week) for a part time Legal Secretary position presented by DA Yaskal. Yaskal stated her request was denied at the HR Committee Meeting; therefore, she would bring the request back for next year's budget. No Committee action taken.
- **Change in Capital Outlay** – DA Yaskal presented a need for a laptop for a special prosecutor to use. There was money left from her budget from last year that she carried forward. Motion was made by Miller to approve the Change in Capital Outlay as presented. Seconded by Polzer. Motion carried.
- **Review and Approve District Attorney 2020 Annual Report.** Discussion. Motion was made by Polzer to approve the District Attorney 2020 Annual Report with the listed changes. Seconded by Shimpach. Motion carried

V. Corporation Counsel/Child Support Office:

- **General Review of Department Activities.** General discussion of monthly activities for Corporation Counsel and Child Support provided by Joseph Ruf III.
- **Position Replacement Request** for a Financial Clerk presented by Selina Hooker, Child Support Administrator. Motion by Shimpach to approve the replacement request for a Financial Clerk. Seconded by Polzer. Motion carried.
- **Position Description** for a Financial Clerk presented by Selina Hooker. Motion by Shimpach to approve the position description for a Financial Clerk. Seconded by Miller. Motion carried.
- **Review and Approve Corporation Counsel 2020 Annual Report.** Discussion. Motion was made by Shimpach to approve the Corporation Counsel 2020 Annual Report. Seconded by Miller. Motion carried.
- **Review and Approve Child Support 2020 Annual Report.** Discussion. Motion was made by Polzer to approve the Child Support 2020 Annual Report. Seconded by Miller. Motion carried

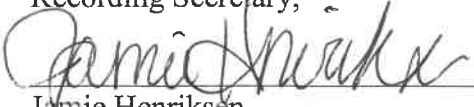
Motion was made by Miller to adjourn the meeting at 9:20 a.m. Seconded by Rohrbeck. Motion carried.

Secretary of Record,



Supervisor Chris Polzer
Committee Secretary

Recording Secretary,



Jamie Henriksen
HR Program Coordinator

cc: Judiciary Committee Members
Chair Gove
1st Vice Chair Foley
2nd Vice Chair Koch
Internet