

**Columbia County**  
**JUDICIARY COMMITTEE MINUTES**  
**May 9, 2016**

**Present:** Barry Pufahl, Don DeYoung, Robert C. McClyman, Harlan Baumgartner, Fred Teitgen  
**Also Present:** County Board Chair Gove, Judge Hepler, Judge Voigt, Susan Raimer, DA Jane Kohlwey, Corporation Counsel Joseph Ruf, III, Brian Zirbes, Karen Manske, Jane Bescup

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

- 1) Meeting called to order at 8:30 a.m. by Pufahl.
- 2) Posting compliance was met per Open Meetings Law.
- 3) *Motion was made by McClyman to approve the agenda. Seconded by Teitgen. Motion carried.*
- 4) *Motion made by DeYoung to approve the previous meeting minutes from April 11, 2016 and April 19, 2016. Seconded by McClyman. Motion carried.*
- 5) **Public Input.** No public input.
- 6) Next meeting date set for Monday, June 13, 2016, at 8:00 a.m. in Meeting Room 1.

**II. Judges:**

1) **General Review of Department Activities.** Chair Pufahl requested the Judges to inform the Committee of their input on the remodeling project. Judge Voigt and Judge Hepler explained where they are in the process, temporary relocation concerns, associated expenses, security and scheduling Court hearings. Chair Gove presented the most recent plans followed by discussion. Discussion regarding Drug Court, Criminal Justice Coordinating Council, grant writing, and funding.

2) **Expenditure Reports.** *After a review of the expenditure reports for Branches I, II, III, Court Commissioner, Clerk of Court, District Attorney, and Corporation Counsel/Child Support Agency a motion was made to approve by Baumgartner. Seconded by DeYoung. Motion carried.*

**III. Clerk of Courts:**

1) **General Review of Department Activities.** General discussion of monthly activities provided by Clerk of Courts Raimer. Discussion of communications with the Judges during construction. Transition for Clerk of Courts staff from paper documentation to electronic format will be implemented soon. CCAP provided scanners at each work station for employees to scan documents into the new system. Training is planned for attorneys on the electronic reporting process.

**IV. District Attorney:**

1) **General Review of Department Activities.** General discussion of monthly activities provided by DA Kohlwey. Discussion of the move to electronic filing. Scanning is time consuming but allows attorneys to take only their computer to Court. Discussion of program compatibility and working out the required approval process for electronic signatures.

**V. Corporation Counsel/Child Support Office:**

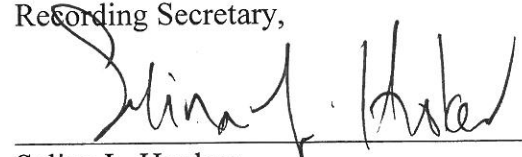
1) **General Review of Department Activities.** General discussion of monthly activities provided by Corporation Counsel Ruf. Staffing has remained consistent. Discussion regarding the Courthouse remodel and the Child Support Agency. The Corporation Counsel continues to work on the building projects.

*Chair Pufahl established the next meeting will be Monday, June 13, 2016 with a change in time to 8:00 AM.  
Pufahl adjourned the meeting at 9:46 a.m.*

Secretary of Record,

  
\_\_\_\_\_  
Supervisor Don DeYoung  
Committee Secretary

Recording Secretary,

  
\_\_\_\_\_  
Selina L. Hooker  
Assistant to Corporation Counsel/HR Director

cc: Judiciary Committee Members  
Chair Gove  
1<sup>st</sup> Vice Chair Cupery  
2<sup>nd</sup> Vice Chair Foley  
Internet

APPROVED