



MINUTES
FINANCE COMMITTEE
SPECIAL MEETING
WEDNESDAY, DECEMBER 4, 2024 – 8:45 AM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

A special meeting of the Finance Committee was held in Room A-200 at the Administration Center.

Attendee Name	Title	Status	Arrived
E. Stelter	Chairperson	Present	
D. Larson	Vice-Chairperson	Absent	
T. Richart	Supervisor District 12	Present	
D. Clark	Supervisor District 5	Present	
J. Arnett	Supervisor District 17	Present	

Staff present: County Administrator Dzwinel, County Treasurer Tretow and Deputy County Clerk Henning.

Others present: Supervisor Nelson

2. PROPER NOTICE

Chairperson Stelter called the meeting to order at 8:46 AM. The clerk noticed the meeting as required.

3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS

There were none.

4. RESOLUTIONS

- a. Resolution: Amending Chapter 3.01 of the Policy and Procedure Manual - Creation of a Lead Medicolegal Death Investigator Position

Supervisor Nelson questioned the title changes after the Public Safety Committee approved the creation of a Chief Deputy Medical Examiner position on November 19.

According to Mr. Dzwinel, state statutes do not contain language allowing the Medical Examiner to have a deputy because the post is a hired one. Attorneys from the Wisconsin Counties Association have also attested to this.

Question regarding the increase in the number of staff since the transition from a Coroner system to a Medical Examiner system.

Motion to approve the resolution to amend Chapter 3.01 of the Policy and Procedure Manual to create a Lead Medicolegal Death Investigator and re-title the paid on-call Deputy Medical Examiner positions to Medicolegal Death Investigators. This resolution will move forward to the County Board for final action.

FINANCE COMMITTEE

RESULT: **APPROVED [UNANIMOUS]****MOVER:** D. Clark, Supervisor District 5**SECONDER:** E. Stelter, Chairperson**AYES:** Stelter, Richart, Clark, Arnett**ABSENT:** Larson**5. ADJOURNMENT**

Motion made by Supervisor Arnett, seconded by Supervisor Richart to adjourn. Motion carried. Meeting adjourned at 8:53 AM.

Lisa M. Henning, Chief Deputy County Clerk