

## COUNTY BOARD COMMITTEE MINUTES

**COMMITTEE:** LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

**DATE:** June 26, 2009

Meeting called to order by Paul Babcock at 8:30 a.m. All members of the committee were present. Others present were: Chief Deputy Parker, Sharon Schmeling, Captain Scott

Absent: Sheriff Milbrath

**Compliance with open meetings law:** Chief Deputy Parker assured compliance.

**Approve agenda:** The agenda was approved as printed.

**Approval of minutes:** A motion was made by Pam Rogers, and seconded by George Jaeckel that the May 22, 2009 minutes be approved as printed. Motion carried.

**Public Comment:** No public comment.

**Possible action on Sheriff's Office Operational Audit recommendations:** Chief Deputy Parker commented that this item is a continuing agenda item that County Administrator Gary Petre asked to leave on each month. Chief Deputy Parker added that there are no newly implemented items. Some of the non-budgetary or non-financial items have been implemented and were reported at past meetings. The rest of the items are still being looked at and researched. One item he specifically mentioned was scheduling options. That was one of the items Northwestern recommended as a way to be more efficient and cost effective. Scheduling is a contractual item for deputies but the sergeants are not under the contract so that is the first group where a scheduling change will likely be implemented as a trial. Currently a 5-2; 5-3 shift schedule is in force with 8½ hour days for the sergeants. The new schedule being considered is a 2 (on)-2 (off); 3 (on)-2 (off); 2 (on)-3 (off) schedule, 12-hour shifts. Chief Deputy Parker passed around a sheet that showed the breakdown of the hours worked in the year and revealed a savings on overtime costs with the new schedule. It also listed the savings through June 6<sup>th</sup> if the schedule had been implemented in January which would have been around \$6,972.00. There are an additional 144 hours that would be worked by the sergeants with this modified schedule so the cost savings in overtime would be decreased by the extra wages garnered with the additional 144 hours. That would have to be looked at by Corp. Counsel and HR as well. Some other scheduling suggestions have also been proposed and will be looked at. Meetings with the union will need to take place if a change is anticipated. The 12-hour shift schedule would allow deputies to have every other weekend off and also would allow for training of deputies (jail) without creating overtime because each shift would be overstaffed for a couple days or so during the month. At this time, jail deputy training (24 hours per deputy per year) always creates overtime because they cannot be pulled off the floor due to staffing numbers and most training has to be done on deputies' days off.

**Report from the Sheriff:** Chief Deputy Parker said that the Sheriff is not in attendance because he is in Florida at the National Sheriff's Conference. He had a couple items that he wanted brought up. One is the decrease in park vandalism. There has been very little damage in parks this year due to the increase in park patrols (checks). On average, there are about 35-45 park visits during a 24-hour period. At the end of the year the Sheriff's Office also can generate a history report on the number of patrols and hours spent checking the parks.

Printed 9/1/2009

Minutes by: Terry Wyse

Another item the Sheriff wanted passed on is an update on using the jail assessment funds to bring in the bunks and tables for additional boarding of inmates. In Dorm 5 the tables and bunks are in place and have been bolted to the floor. In Dorm 1, some of the single bunks need to be removed to add double bunks. The bad news is that the state had expressed earlier in the year that they would house inmates with Jefferson County if the dorms were ready by June or July. Now with the state's budget cuts, the funding to house inmates in other areas appears to have decreased substantially. What likely will happen is we will have to wait until January so the state can establish contracts with other agencies after they see what funding is available. Existing contract holders obviously are not going to give up their contracts at this time. Contact has been made with the Federal prison system also and our existing contract with them possibly can be modified to accept additional prisoners. The inmate population in Jefferson County has been down lately, from averaging close to 200, to between 150 and 160 per day. Sharon Schmeling commented that the inmate population is volatile which makes it difficult to plan housing from other agencies (i.e. building new jail facility). Chief Deputy Parker put in that it is *not* a population issue but a financial issue with the state. The state's facilities are overcrowded with inmates and they are squeezing them in wherever they can find room. The state prison system definitely has the need to house at other facilities but the financial constraints are holding them back at this time. Chief Deputy Parker said the good news is that both our district inspector (Greg Bucholz) and the state inspector (Marty Ordinans) have assured us that our facility and Washington County are the two facilities they would most like to house inmates in because of the quality and the reputation of the facility and employees. The Chief added that as soon as the state passes its budget, he would like to get the process started for a contract with them so that we are ready when they are able to house inmates in other facilities.

As a good news item, the Chief said the Federal government created a federal excise tax refund program on alternative fuels in October of 2006. For some reason we weren't on board with it at that time. The program was only supposed to be in effect until the end of September but has been extended until the end of the year and it looks like the program may be extended further as well. The program is a tax credit of 50 cents on every gallon of alternative fuels, such as propane. The paperwork has been sent in to establish the Sheriff's Office as using alternative fuels in a manner supported by the program. The Sheriff's Office will be able to go back to 2006 to claim the refund, and the first period the Chief said he would be submitting will be from October 2006 through the end of 2008. The amount of the refund should be about \$55,000.00. After that, he said he will go through figures for 2009 and submit those numbers for a refund (about \$25,000.00).

One last report is that one of the patrol deputies was working the Youth Alcohol Card Grant this past weekend at Fort Fest and was involved in an altercation with a 19-year-old male subject that was intoxicated. He was at the bottom of the pile as they took the suspect to the ground and ended up breaking his leg. He will have to have titanium plates, screws, and tendons reattached. In addition, another patrol deputy will be having shoulder surgery and will be off for 3 to 4 months (not Workmen's Comp. related).

**Review monthly bills and financial items:** – Chief Deputy Parker reviewed the Sheriff's Office budget account percentages used through May with the committee. Most of the accounts are at or under budget but a couple are above (Workmen's Comp. and some overtime accounts in which the Sheriff's Office must be staffed and cannot find alternatives). Every opportunity to use creative or alternative solutions is being used. The committee approved the monthly recap report for May bills in the amount of \$107,679.32. A spreadsheet summarizing current bills was reviewed by the committee members.

Paul Babcock asked a question about the Fair and whether the Sheriff's Office is prepared for it. Chief Deputy Parker said that the Sheriff's Office has a very capable sergeant that schedules everything and also is great at finding opportunities wherever he can such as using the Youth Alcohol Card Grant to fund some of the deputies out there. Costs for Sheriff's Office deputies out at the County Fair are passed on to the Fair Park department each year.

**Monthly Jail/Activity reports:** Jail and activity reports were reviewed.

**Jail assessment fund items:** Three jail assessment items were presented. One involves some maintenance items in the jail regarding the air conditioning and water softener. Another is in the amount of \$9,272.00 to add additional space to the nurse's office. This is an item that is brought up in the jail inspections each year. There is some space in the supply room adjacent to the nurse's office that will be utilized. The last item is something that has been on the jail inspection report for years. It is in regard to the holding cells that are located in the Huber section that have been used in the past for inmates with medical issues, mental health issues, or other disabilities. Those cells need to be made ADA compliant. The amount needed to do this is around \$17,000.00. The jail assessment account garners funds through all citations that are issued in Jefferson County and is used for repair, remodeling or upkeep of the jail facility.

The Chief commented on the budget spreadsheet and the end of year to date reports that he had one of the jail clerks go through allowing him to go back and look historically at the last three years. He said that he is looking at things line item by line item and will be putting together a realistic budget based on these figures. The last item he mentioned is the ongoing (sensitive) discussion on possible concessions and union issues which has been somewhat misrepresented. Open, honest and effective communication should be paramount. Anxiety is high at this time and it will be interesting in the next few months to see how things pan out. Depending on the outcome, the ramifications could seriously affect services to the public and the Chief asked for support from the committee in all of the Sheriff's Office efforts.

Glen Borland asked if deputies could take squad cars home. Chief Deputy Parker said that with the exception of the K-9 units, no deputies take squads home. The K-9 units can be called out at any time and have specially equipped vehicles for the canines.

The next meeting will be July 24<sup>th</sup>.

A motion made by Rick Kuhlman to adjourn at 9:21 a.m., was seconded by Pam Rogers. Motion carried.

Motions Carried:   2   Lost:   0  .

Signed \_\_\_\_\_