

## COUNTY BOARD COMMITTEE MINUTES

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

**DATE:** November 19, 2010

Meeting called to order by Paul Babcock at 8:30 a.m. All members of the committee were present. Others present were: Sheriff Milbrath, Chief Deputy Parker, John Molinaro, Gary Petre, Captain Brown, Jan Rouu, Phil Ristow

Absent: None.

**Compliance with open meetings law:** Gary Petre assured compliance.

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

**Approval of minutes:** A motion was made by Pam Rogers, and seconded by George Jaeckel that the September 24, 2010 minutes be approved as presented. Motion carried.

**Public Comment:** Jan Rouu asked the Sheriff how many deputies belong to the Rock River Patriot group. The Sheriff and Chief Deputy both answered that only one deputy that they know of belongs to the group. The Sheriff's Office has no affiliation with that group as an organization.

**Review/Recommend Civil Service Commission Ordinance 2000-18 changes:** Chief Deputy Parker said the ordinance had not been updated for about 14-15 years. As the Sheriff's Office got closer to filling the vacant detective sergeant position, they thought it was time to update the process. The first casualty in the ordinance was "under the Sheriff's authority". The ordinance describes the duties of the Civil Service Commission and the process that they have in place. The Sheriff really has nothing to do with it until the commission gives him a list of the top candidates. One change involved the outside interviewers during the Civil Service Commission's oral interviews of the candidates. In the past, the outside interviewers asked questions and gave their opinion on each candidate but the change will allow them to actually score and provide that score as a measure for the Civil Service Commission to evaluate. The actual score will not count in the ranking, however. Outside interviewers will have at least one rank above the position being filled. An applicant profile questionnaire was added as an objective grading tool. The questionnaire is filled out and put in a sealed envelope which is opened and scored by the HR department. It gives weighted scores for things like education, supervisory experience, employee evaluations and disciplines, etc. This questionnaire will count for 20% of the total score. Tests will now be division specific (detective sergeant, patrol sergeant, jail sergeant and support services sergeant); no lateral transfers so sergeants will have to take tests with everyone else if they wish to transfer to another division. An outside, civilian agency supplies the tests. By state statute, the residency restriction is not allowed so has been taken out of the ordinance. However, members that want to be part of a specialty unit must reside in the county due to acceptable response time if the unit is called out. The chief deputy position is now required to have either 120 college credits or a Bachelor's Degree. The Chief mentioned that they had some spirited discussion at the HR Committee meeting regarding opening up the chief deputy position to other applicants. John Molinaro said they suggested allowing applicants from any sheriff's office and adding elements into the applicant profile questionnaire for Jefferson County Sheriff's Office candidates to garner points but not limiting the selection to those candidates. Gary Petre said that the question is, how competitive do you want to make the process. He cited the ordinance language regarding the system of competitive

examinations and asked how competitive, is it really if you restrict applicants? He added that under the section pertaining to applications; it doesn't state that an applicant has to be a current employee. John Molinaro said that in giving credit to the sheriff, as officers work their way through the system, it grooms people for the promotional positions. Because of that, the HR Committee suggested other elements to the profile questionnaire to recognize accomplishments within the Sheriff's Office while still allowing for a competitive process with outside applicants. Chief Deputy Parker added that he felt there is a separation in the ordinance between hiring new deputies and promotional opportunities and the candidates for promotional positions have proven themselves through dedication and years of service within the organization. He said they want the best person for the job and part of his job is to make sure the candidates are prepared to take on the responsibilities in the future. He also added that the structure of county government makes it difficult for municipal law enforcement officers to transition. John Molinaro said it was his understanding that it was only the chief deputy position that they were suggesting be opened to other agencies. Gary Petre said that at the HR Committee meeting the discussion did focus on the chief deputy position. However, he added that it could pertain to the other positions as well. He said he can't see any argument for not opening up the process since it doesn't restrict from hiring within.

At that time it was determined that, at this time, the importance of moving on so that the Sheriff's Office can start the process of promotion to detective sergeant and captain was necessary. At a later date, the Sheriff's Office will bring this back to the table and revisit additional changes.

A motion was made by Dwayne Morris to pass the ordinance on to the December county board meeting for consideration. Pam Rogers seconded. Motion carried.

Pam Rogers asked about the outside agency interviewers. Chief Deputy Parker explained that the Civil Service Commission is mostly made up of business people (ask general questions) and the outside law enforcement agency representatives ask more specific questions pertaining to the actual position. They are from surrounding county's sheriff's offices and are always at least one rank above the promotional opening. Two outside law enforcement officers are chosen each time for the interviews.

**Status of Office of Energy Independence grant:** Sheriff Milbrath said that it is actually moving forward, finally, at this point. The Sheriff's Office was initially working with the Prins system for LP gas for the squads. It was EPA certified for 2009 but has not been for 2010 as of yet. When the squad car in Georgia blew up, it turned into much more of an issue. However, the Sheriff said the incident in Georgia likely has nothing to do with the LP system itself. At this time, the Sheriff's Office will be going to the Impco system which is EPA certified and will fit the Crown Victoria squad cars (although it likely will not fit any other vehicles). The vehicle propane systems have been ordered and should be here in early December. The Sheriff's Office mechanic will probably be going to Minnesota for a few days to install a system and then be back here to install the rest. Sheriff Milbrath doesn't anticipate any problems with installation since they have been running propane for many years already. He added that the problem with the grant has been that it turned out to be very convoluted. It was a very easy grant to obtain but ended up being complicated at what they thought should be the easiest part. When the new systems are received and installed, it should start saving the Sheriff's Office money in the fuel budget since they are purchasing gas at this point (\$2.50± versus 99¢ per gallon) because the 2010 vehicles don't have propane systems in them yet. The new propane systems should cut down on maintenance and the old systems are getting harder to find parts for. A brand new fueling station was put in out at the Highway Shop as

part of the grant too but they forgot to order the card reader for it so when that comes it will be installed on the station. The card reader will allow Human Services and others to fuel out at the station and it will keep track of their usage via the card reader. They are still waiting for an answer from the Office of Energy Independence (the grantor) on the shelter that will be built over the fueling station. John Molinaro asked about the Crown Vics and the fact that they are going to be discontinued. Chief Deputy Parker said that yes, the Crown Vics will no longer be produced after 2011. All of the manufacturers (Ford, Chevy, Dodge) are still making some modifications on their new police interceptors so it's not clear at this point which parts of the propane systems will be reusable on the new vehicles. The portion of the grant funding for propane systems on the 2010 squad vehicles needs to be used before the end of the year as will next year's funding to put propane systems on the replacement Crown Vics. After that they will have to see what the new police interceptor models have as far as space and engines. Squads are rotated out about every two years. This item will be kept on the agenda for updates.

**Report from the Sheriff:** Sheriff Milbrath said that after about a year and a half, there is now a pharmaceutical drug drop off box in the jail lobby. Citizens can now come and drop off prescription or over the counter drugs that they want to dispose of. Press releases should be going out at any time. Paul Babcock asked about open carry and whether there had been any problems with it. Chief Deputy Parker said they haven't had any issues with it. Businesses may prohibit weapons in their facility. The Sheriff said it really isn't that big of an issue. Chief Deputy Parker said they are actively working with the other municipalities in the county regarding synthetic marijuana. Gas stations and bars carry the product and it is legal in many places. Areas are starting to pass ordinances to make it illegal to possess and sell the product. Glen Borland asked about the Lake Mills Conservation Club. Chief Deputy Parker said that he needs to meet with the committees involved in the requests (both the Lake Mills Conservation Club and the Sheriff's Office radio equipment) and get their recommendation to move forward with the purchases. The Lake Mills Conservation Club will definitely be sold in the near future and the purchase of that facility would ensure that the Sheriff's Office will continue to have an area for firearms training. In the past, the Sheriff's Office has attempted to pursue a couple of different areas for a firearms range but garnered some resistance from area residences. There is a clause in the State Statutes to allow an existing range to be sold and used for its intended purpose without any challenges from zoning or other issues by the public. In addition, the Sheriff's Office likely will be shooting less out there than the gun club currently does. The facility will be used for other training and storage as well. The owner, Mr. Braatz, will be replacing windows, the roof, and doing some other updates as well. The bar will be taken out as that area would be used for training. John Molinaro asked about lead contamination and whether there was any concern about that. Chief Deputy Parker answered that he would have to look into it to give the most accurate answer. Mr. Molinaro said they would need to do an assessment before any offers to buy or any contracts. Phil Ristow said commonly what they have done in these types of situations when the funds are budgeted is to produce an offer to purchase contingent upon approval by the County Board. This item will be put on the agenda for the next Infrastructure Committee meeting (in January) and again for the Law Enforcement Committee (December) for recommendations. The Sheriff's Office radio system will also be listed on those agendas for further discussion and recommendation. Glen Borland wondered about the ability to rent out the facility if purchased for social gatherings. That would have to be determined by the county board. John Molinaro said that the Infrastructure Committee is already discussing those types of rental and there likely would be a policy generated to regulate that.

**Review monthly bills and financial items:** – The committee approved the monthly recap report for September bills in the amount of \$734,611.33. Preliminary total on October bills is: \$128,968.22

(subject to change next week when the month is closed out). A spreadsheet summarizing current bills was reviewed by the committee members.

Chief Deputy Parker briefly outlined the current budget numbers. He said they Sheriff's Office may be slightly over budget. However, he said there are a couple options to help offset some of that amount. Revenues are not where they should be this year. Jail revenues are down as well as Huber inmate revenue. Those inmates have the ability to go out and work but a lot of them don't have jobs right now. John Molinaro complimented the Sheriff's Office on the good job done this year as compared to last year. Some discussion about the lower citation revenue because of settlements also came up. Chief Deputy Parker also mentioned that a deputy recently resigned for personal reasons. She was not meeting the performance standards of the Sheriff's Office. Unfortunately that makes six deputies that need to be hired next year.

**Review monthly jail and patrol activity reports:** Jail and patrol activity reports were reviewed.

**Jail assessment fund items:** General fund items for the month.

Next meeting date is December 23, 2010.

A motion made by George Jaeckel to adjourn at 9:55 a.m., was seconded by Pam Rogers. Motion carried.

Motions Carried:   3   Lost:   0  .

Signed \_\_\_\_\_