

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: June 28, 2013

Meeting called to order by Paul Babcock at 8:30 a.m. Members of the committee present were: Paul Babcock, George Jaeckel, Pam Rogers, Ed Morse

Others present were: Chief Deputy Parker, John Molinaro, Kathi Cauley, Donna Haugom, Captain Haferman

Absent: Dwayne Morris

Compliance with open meetings law: Kathi Cauley assured compliance.

Approve agenda: The agenda was approved as presented.

Approval of minutes: A motion was made by Pam Rogers to approve minutes for May 14, 2013 (special meeting), May 24, 2013, and June 11, 2013 (special meeting) which was seconded by George Jaeckel. Motion carried.

Public Comment: None

Communications: None

Review / recommend Jefferson County's Hazard Mitigation Plan Update: The County Hazard Mitigation Plan needs to be updated every five years and this is the fifth year. The update is needed to be eligible for grant funding. The plan also contains good information regarding the county's profile – it identifies hazards within the county, identifies the mitigation processes for those hazards, identifies special facilities and transportation avenues. A recommendation is need to bring the updated plan before the county board. The committee members read the overview and George Jaeckel made a motion to send the updated Hazard Mitigation Plan to the county board for approval. Pam Rogers seconded. Motion carried.

Update on mechanic's hoist, jail freezer and annex building project: Chief Deputy Parker reported that the installation of the mechanic's hoist went as expected. They were able to get a Bobcat in for part of the process but there was quite a bit of manual labor involved because of the tight area. There were no issues besides the small space they were working in. The job was completed a couple weeks ago and the mechanic has had no issues with it. He thanked the committee for supporting the replacement of the equipment.

The jail kitchen freezer has been installed in the fleet garage and is functioning. Two of the detective vehicle spots were taken for the freezer and those vehicles have taken the Chief's and Sheriff's spots who will now be parking up above. The freezer has allowed the kitchen to bring all of the stored, frozen product back from Keystone to the Sheriff's Office and will allow the kitchen supervisor to take advantage of bulk pricing, saving money on food items.

The annex building project is tentatively scheduled to begin in August and be completed in October. GMA was out at the building the last couple weeks marking the areas that have structural issues

while doing a preliminary inspection. When the project is started, everything will need to be relocated. Storage pods will be used to keep evidence and other items. In addition, offices may also have to be temporarily relocated.

Discussion/possible action on jail office remodel and inmate property storage area using jail assessment funds:

The jail captain's office is currently back in what was originally built as the juvenile area and is in the room that was supposed to be the control center for that area. It is removed from the rest of the jail. The inmate locker area will be remodeled for a new captain's office and the inmates' storage will be in hanging bags instead of lockers. This new office will be located close to the sergeant's office. The old office will be used by the Huber Officers and the jail FTO's. The Huber Office will be used by Deputy Blake who is the jail program coordinator. The project is being funded through jail assessment funds and the labor will be done by deputies on duty time (with the exception of electric work). Deputies will only work on the project if there are more than enough available on their shift. No overtime will be put in for this project. George Jaeckel asked about a hard deadline for the project and commented that the regular wage for a deputy is higher than hired labor. There is no deadline set for completion. Safety concerns were also voiced.

John Molinaro suggested tours of the range facility and the sheriff's office/jail to see the projects that have been completed. The August meeting will be scheduled out at the range facility if it is not already scheduled for another use on the day of the meeting.

Chief Deputy Parker passed around the jail assessment fund letter to authorizing the use of the money for the office remodel project.

Sheriff's Office vehicle usage report: The Sheriff's Office was asked to furnish a report detailing the units that are used as take-home vehicles. John Molinaro added that there is a resolution that requires this report every year. The only two people permitted to take vehicles home are the Chief and the Sheriff. Chief Deputy Parker said the Sheriff's and his vehicles were previous unmarked detective squads that were rotated out of the fleet. The Chief's vehicle is a newer vehicle because he was involved in an accident with his old one and that one also had 90,000 miles on it. The Sheriff's vehicle is a 2006 Impala and he puts on approximately 3,600 miles per year. It was a detective vehicle from 2006 to 2011 and was then turned over to the Sheriff. Both vehicles are used only for business use (complaints, accidents, SWAT, town meetings, and back and forth to work) and should last about 10 years before they are rotated out of the fleet. As previously stated, the vehicles are unmarked but have hidden lights, siren and radio.

John Molinaro also asked for a list of all of the vehicles and other items the Sheriff's Office has for the committee (squads, specialty vehicles, motorcycles, snowmobiles, PWC, boat, etc.). Chief Deputy Parker will have this information at the August meeting.

Grants – Status of ongoing or new grants: The propane grant has been approved for half the cost of five systems for the Tahoes this year. As soon as all the invoices are received and paid, they will be submitted to the Wisconsin State Energy Office for payment. The Sheriff is also working on other smaller grants. One is from Enbridge for \$750 to \$1,000 for collapsible safety cones.

The Sheriff's Office did not qualify for any of the DOT/NTSB grants such as Click It or Ticket or the Youth Alcohol Card grant. The Sheriff's Office still participates in the grant periods (no overtime but the paperwork is completed) for Click It or Ticket in the hopes that in the future the NTSB will consider grant funding again. However, at this point some grants have already started to

run out of funding for these programs.

Report from the Sheriff: The Sheriff's Office is in the process of hiring two deputies to replace retired deputies. Four candidates were interviewed and two were sent for psychological testing. Those two came back with less than stellar recommendations. Over the years, it has been learned that hiring those candidates usually does not work out very well. Four more candidates will be interviewed in a couple weeks. Many agencies are experiencing a high wash-out of candidates during backgrounds and psychologicals. In addition, many candidates seem to have a perception of what their references will say and it often turns out to be a totally different picture. John Molinaro asked about having psychological screenings done first. The Chief said there is some discussion regarding reduced cost pre-psychological screenings that would allow you to see red or green flag indicators right away. Paul Babcock asked if there were more military candidates now. Chief Deputy Parker answered that yes, there were, however, many of them have a lot of baggage/issues from their military tours (Post Traumatic Disorders).

Review monthly bills and financial items: – The committee approved the monthly recap reports for May bills in the amount of \$155,186.25. A spreadsheet summarizing current bills was reviewed by the committee members.

Chief Deputy Parker gave an overview of the budget. At the end of May, the Sheriff's Office was marked at 40.2% of the overall budget. The target number is 41.66%. Salaries and benefits are considerably under budget at 38.0%. Part of that is from the open positions. Overtime from patrol, detective, support services and the drug unit is right about where it should be. The fuel budget is at 29.92%. The only area of concern is the jail kitchen. They currently are at very low staffing levels and one is currently out on medical leave. A part time/LTE is filling his position right now causing that category to be over budget. Food purchases are somewhat over due to bulk purchases but that will even itself out. Dispatch wages are on goal. Jail overtime is at 55.62%. Patrol deputies are being swung to the jail to help reduce overtime (whenever possible). Alden is still doing the jail laundry at a very decent cost.

The 2014 budget was briefly addressed. The deputy union contract is up at the end of the year so they likely will be contributing toward WRS as well. Adding another deputy to alleviate some of the overtime was discussed. John Molinaro said that up to this point it's been a wash but he will have Brian Lamers look at the feasibility as it hasn't been done in a while.

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

Jail assessment fund items: General fund items for the month totaling \$6,497.29. One other item is for replacement of the transformer which has begun to make a great deal of noise downstairs. It is located in the boiler room which is above the multi-purpose room in the jail. The coils lose their protective layer and the vibration of the coils causes loud noise. The cost will be \$8,785.00.

Next meeting date is Friday, July 26, 2013 (Emergency Management)

A motion made by Pam Rogers to adjourn at 9:32 a.m., was seconded by George Jaeckel. Motion carried.

Motions Carried: 3 Lost: 0 .

Signed _____