

## COUNTY BOARD COMMITTEE MINUTES

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

**DATE:** November 21, 2014

Meeting called to order by Dwayne Morris at 8:31 a.m. Members of the committee present were: Dwayne Morris, Amy Rinard, Al Counsell, Mike Wineke  
Others present were: Sheriff Milbrath, Chief Deputy Parker, County Board Chair Jim Schroeder, County Administrator Ben Wehmeier, Corp. Counsel Blair Ward

Absent: Kirk Lund

**Compliance with open meetings law:** County Administrator Wehmeier assured compliance.

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

**Approval of minutes:** A motion was made by Al Counsell, and seconded by Amy Rinard that the October 24, 2014 minutes be approved as printed. Motion carried. (Ayes-All)

**Public Comment:** No public comment.

**Communications:** Sheriff Milbrath talked about a couple letters that were received to thank deputies for their help. One was for a deputy who was very helpful to a citizen that was attending a horse show and their vehicle broke down. He helped them get everything they needed to get back on the road in a short amount of time. Another letter was received from Lake Mills PD Chief Matuszewski thanking the Sheriff's Office for the assistance given with their death investigation.

**Communications tower update:** Everything went well with the Sullivan tower start up. The project is not quite done yet but the pages and notifications are going through. The towers are still being tweaked as every piece of equipment added to them will affect all the other towers. On Monday, he, Chief Deputy Parker, Communications Supervisor Todd Lindert and a representative from General Communications went out to Sullivan for a meeting and the meeting was productive and went very well.

Chief Deputy Parker talked about the Fox 6 investigative report that was aired on November 2<sup>nd</sup>. Members of the Sullivan Fire Department had notified Fox 6 that their paging systems were not adequate. Fox 6 called the Sheriff's Office and an interview took place. The edited footage that appeared on the November 2<sup>nd</sup> broadcast was nothing relating to what the Sheriff's Office actually was and had been doing about the problem. There were still some questionably communications going on after the broadcast so that resulted in the meeting Monday night that was requested by the Sheriff's Office. There is no such thing as a communications system that is 100%. It is always an ongoing process; when issues are found, they work to fix them. He also thanked the committee and the county board for the \$1.3 million that has been put into the radio/communications project over the past three years.

**Statewide drug take-back on December 2, 2014:** Jefferson County is hosting this event. Many agencies from around the state will be dropping off drugs to be sent to the incinerator in southern Illinois. They will be using the fairgrounds as the drop off point. Veolia will be using one of their vehicles to take the drugs to Illinois with an escort from the Sheriff's Office. Some of the agencies

don't sort their medications (controlled substances versus non-controlled) which makes for a larger volume. Our Sheriff's Office sorts the drugs as we don't have the space to store that much volume.

**Grants – Update of ongoing or new grants:** Grants are pretty much stagnant right now. The Kwik Trip grant in the amount of \$500 to be used toward the purchase of night lighting was the last grant we received. The Sheriff is working with another group for a donation but he added that some organizations require that you are a 501(c)3 non profit and some are able to get around that. With budgets as tight as they are, there will be much more searching for smaller grants. In addition, the Sheriff has been doing some speaking events. He is hoping Sheriff's Office will qualify for another propane grant next year.

The patrol division has also will be receiving an OWI enforcement grant through BOTS. It is a task force grant as was the last one they received for enforcement in the Highway 26 construction corridor. During that grant period, deputies wrote over 700 tickets along Highway 26. This new grant will be in conjunction with Rock, Dane, and Sauk Counties.

The amount of money available for grants has decreased substantially over the last decade. Many grants have become creative in how they disperse funds (such as the task force grants) or they have turned to giving away small equipment items (such as PBT's). Jefferson County doesn't qualify for some grants because law enforcement is doing a very good job in the county and the county has lower numbers of crimes and fatalities.

**Report from the Sheriff:** One of our veteran deputies received an OWI recently. According to our records this is his second. The last one was 17 years ago so the state perceives this one as his first due to the length of time between them. The deputy admits he has an issue and is working on it. The paperwork has gone through the HR Committee and he has been suspended for 45 days (without pay) with another 15 days in abeyance if there is another discipline incident of any kind. A last chance agreement also was drawn up and if there is another OWI incident within the next 5 years he will be terminated. County Administrator Wehmeier said the union was involved in the process as well. The Sheriff added that this deputy is a good officer but the standards have to be set very high at the Sheriff's Office. The public expects accountability to higher standards as well. Chief Deputy Parker added that the deputy also was asked to write a letter of apology to the department that pulled him over. He did write a letter on his own to thank the Sheriff's Office for being treated fairly as well. If he has to have an interlock ignition device on his vehicle, he will be assigned to another area/division while that is in place. He also may be PBT'd if he calls in sick and must call in if he plans to leave his house while home sick.

Mike Wineke talked a bit about the process as part of the HR Committee. He felt the incident was handled extraordinarily well. It was a good balance between handling the severity of the incident and showing some empathy to someone who's been a career officer.

Chief Deputy Parker talked about the hiring process. The Sheriff's Office has four openings right now and two individuals have been conditionally hired. This week they have gone for their psychological test and other medical tests. Next week four more interviews will be held to try and fill the other two positions. Yesterday the Sheriff's Office found out that one of the patrol deputies will be retiring at the end of the year. His vacancy will have to be filled as well. Some of the younger relatively new hired deputies have also been looking for employment in other agencies. Sheriff Milbrath added that one of the individuals hired is one of our dispatchers. That will create an opening in dispatch that needs to be filled. It is an ongoing process. In addition, an early opt out

clause will be added to the employment requirements so that if an employee leaves before a certain time period, they will likely have to pay some of the cost of training them. The Department of Justice will pay for academy tuition but the department pays for wages/benefits while the new hire is attending the academy.

An RFP is being put together for replacing the cameras in the jail. It is a very old system and the new technology is much better. The jail cameras are a valuable service in the jail and the biggest problem with replacing the system will be running digital wires as they will need to pull all the old wires to run new. The server for the new courthouse cameras should be able to handle the new jail system as well. Jail assessment funding will need to be used in 2015 for this project.

**Review monthly bills and financial items:** – The committee approved the monthly recap reports for September bills in the amount of \$88,941.50. October bills totaled \$89,754.88. A spreadsheet summarizing current bills was reviewed by the committee members.

**Report on budget:** Chief Deputy Parker reviewed the 2014 budget standings as of October 31. The numbers should be about 83.33% of the year's budget. Operational budget numbers are at 81.6% but some expenditures have not been taken out yet. A carryover project in regard to the dispatch center at \$150,000 involves replacing Fire/EMS paging which was not completed yet. The RFP will be going out soon. Accumulated overtime (comp time) will be paid out in December at about \$70,000. Wages and benefits are about 79.6%, likely due to the four open positions. The overtime cost for these vacant positions is less than the wage package would have been. County Administrator Wehmeier added that the jail revenues have been higher than budgeted. The budget contained \$65,000 in revenue and \$85,000 has been received so far. Chief Deputy Parker also said that at the end of the year they are able to take some funding from the jail assessment account for inmate medical costs. However, the jail assessment account has been decreasing some each year due to using it for other inmate related items. It will have to be a judicious decision.

Anomalies in the budget occurred this year with overtime, fuel costs with the rise in propane price at the beginning of the year, and a high usage of sick time. Otherwise the operating costs were exactly in line. Discussion was had about efforts and options to control the use of sick time. Also discussion about the range facility and doing some remodeling.

**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 \$5,091.30 which includes maintenance items in the jail as well as educational fees (Literacy Council) and materials. Balance at this time for the jail assessment fund is \$276,826.81.

**Agenda Items:** Practice and policy regarding purchasing surplus military equipment; Committee membership size (some discussion was had on where this should be initiated); Law enforcement contact with non U.S. citizens.

**Adjourn** Next meeting date is December 19, 2014

A motion made by Amy Rinard to adjourn at 10:04 a.m., was seconded by Al Counsell. Motion carried. (Ayes-All)

Motions Carried:   2   Lost:   0  .