

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: September 26, 2014

Meeting called to order by Dwayne Morris at 8:30 a.m. Members of the committee present were: Dwayne Morris, Al Counsell, Mike Wineke

Others present were: Sheriff Milbrath, Chief Deputy Parker, Ben Wehmeier, Jim Schroeder, Kathy Eisenmann, Gail Scott, Captain Scott, Diane Nelson, Terri Palm

Absent: Amy Rinard, Kirk Lund

Compliance with open meetings law: Ben Wehmeier assured compliance.

Approve agenda: The agenda was approved as presented.

Approval of minutes: A motion was made by Al Counsell, and seconded by Mike Wineke that the August 22, 2014 minutes be approved as printed. Motion carried.

Public Comment: No public comment.

Communications: Sheriff Milbrath passed around a couple letters received from the public thanking deputies for their efforts and professionalism.

Report regarding Jail Nurse Visioning Study – Kathy Eisenmann, U.W. Extension:

- Chief Deputy Parker – the Health Department was asked by the Sheriff's Office to help develop a vision process for the jail. He added that the nurses in the jail are very professional and work very well together.
- Kathy Eisenmann, as part of the Family Living division of the U.W. Extension, talked about the Health Department Strategic Planning process which is designed to meet the goal of more efficiency and effective delivery of service. The jail strategic vision program was built from this initiative.
- She also agreed that the team of nurses in the jail is very cohesive highly qualified, and full of synergy.
- A wide range of key people that have influence and interest in the program are coming together to work on this objective. They will also provide different perspectives on the program development.
- The transient nature of the jail environment presents a danger and challenge due to safety and health concerns.
- Another challenge is the fact that there are periods of time every day where no health professionals are in the facility. Deputies are forced into performing a couple roles during those times.
- The group is looking at accreditation which would increase the standard of inmate care, add a level of protection and is a good thing for the county in possible liability issues.
- Continuity of care is one important element, including consistent care both inside and outside of the facility.
- Inmates are often released before they are ready and there is no consistency of care in the community to help them.

- Community education is needed to raise the understanding of the medical community and the key people in regard to the issues faced in the jail. Most do not understand the jail environment.
- The program looks at staffing (levels and different models), communication, best practices, cost effectiveness, external partnerships/support, equipment, policies, financial resources and other tangibles to help improve inmate health services.
- Benefits include increased quality and effectiveness of care for inmates, improved community awareness and external partnerships, increased continuity of care for released inmates, decreased recidivism, and decreased liability and costs.
- Possible strategies include a different staffing model, increasing staff, establishing referral relationships with external programs and increasing community understanding.

Discuss and make recommendation to increase the number of years of service for promotion to sergeant:

- Chief Deputy Parker noted that there are some pay compression issues for sergeants, especially with deputies that conduct FTO or OIC duties. This creates higher pay for the deputies, which puts them at a higher pay rate than the sergeants. Many senior sergeants are also at the top of their pay grade and have been there for a while.
- Ben Wehmeier echoed the compression problem with middle management.
- The JDQ process looks at how much time in service for promotions.
- After examining 30 years of information, the trend at the Sheriff's Office for sergeant promotions is an average of about 12 years of service. One deputy was promoted at 5 years and several others between 6 and 7 years. Some as high as 15-20 years.
- Increasing the service time from 5 years to 6 years would gain experience points to elevate the sergeant position to a higher grade and a higher pay scale.
- The Civil Service Commission recommended increasing time of service from the current 5 years to 6. The HR committee will also be looking at it.
- Mike Wineke made a motion to recommend raising the years of service eligibility from 5 to 6 years for sergeant promotions under the Civil Service Ordinance. Al Counsell seconded. Motion carried. This will be forwarded to the County Board meeting in October.

Sheriff's Office relationship with judges & DA, other SO activities - park patrol, business checks, etc.:

- Sheriff's Office relationships with judges, the D.A.'s Office and court system are good. The Sheriff's Office is always invited to attend the judges' monthly meeting.
- The Buildings and Security committee is comprised of Probation and Parole, the D.A.'s Office, Sheriff's Office, Clerk of Courts Office, the judges, Family Court, private attorneys, Building and Maintenance (courthouse), the county administrator and county chair.
- The committee was formed to address courthouse issues relating to safety and security.
- The U.S. Marshall's inspected and evaluated the courthouse building at no charge.
- This facility was built in a very different time. Back then it was maximum accessibility for everyone which, in these times, is not necessarily a good thing.
- They are always looking at ways to responsibly secure the facility while taking into consideration the financial impact as well.
- Alcohol court was also discussed. This has many of the same players and is part of the Criminal Justice Collaboration Council.
- Chair Morris commented on the good relationship between the courts, the D.A.'s Office,

the Sheriff's Office and the other county departments. It is a relatively unusual relationship. Many others are not so good.

- Sheriff Milbrath noted that the parties may not agree on everything but they are all working toward the benefit of the county as a whole. There also is not much of a partisan nature here.

Deputy performance evaluations or assessments, how are they coached to be proactive? FTO process:

- Newly hired deputies have a 6-month evaluation and a 12-month evaluation. After that it is yearly.
- The new hires go through 12 weeks of FTO training. There are four steps to the training and 10 grading categories.
- During the process, FTO trainers file daily observation reports. A weekly summary and review is done with the FTO, the new officer and the sergeant in attendance to go over performance and areas that may need additional attention.
- Everything is well documented.
- FTOs go to a one-week school and are chosen by the command staff.
- Jail deputies must pass patrol FTO when the time comes for them to have a chance to move to patrol. If not, they return to the jail and it is at the Sheriff's discretion as to whether they will be given another chance at the next deputy movement. In the meantime, the jail deputy must be working on the areas in which they were insufficient the first time.
- Evaluations review performance, initiatives taken, other activities as well as personal and policy standards.
- Other activities include business and park checks. The park checks have saved the county a large amount of money in eliminating damage to park facilities as well as keeping undesirable activities to a minimum.

Grants - Update of ongoing or new grants:

- The Kwik Trip grant check in the amount of \$500 arrived yesterday which will be used to purchase a bank of lights to be used for night scenes (accident, etc.).
- The WIPERC (Wisconsin Propane Education & Research Council) grant will be received when the 2015 vehicles are ordered.
- The Sheriff's Office is looking at some other smaller grants.
- In addition, the Sheriff's Office has lots of small donors that are very passionate about the areas to which they donate (such as the jail kitchen, K-9 Unit, Dive Team, SWAT, Packer cards, etc.)

Report from the Sheriff:

- Everything is now in order (lease, easement, access road) for the Rome/Sullivan tower and a repeater is in place on the tower. The target for operation is the week of October 13. There will still be some testing and adjusting for a while after that.
- The Sheriff's Office has been dealing with this daily for well over a year.
- When the Sheriff's Office switched to the FCC mandated narrow banding it decreased the coverage area (a narrower spectrum) for radio communications. Sullivan has never been a very receptive area and this made it more difficult, thus the attempt to bring in the tower site.
- Are still waiting for the FCC license but the building to house equipment has now been

built and equipment will be coming from Rock County. Our equipment was ordered but Rock County has theirs already and are not needing it quite yet, so we will be that equipment and they will receive ours when it comes in.

- The Sheriff's Office has a simulcast system and there are still some issues with tuning and direction. Gen Comm has been here almost daily working on the problems.
- Sheriff Milbrath added that Sullivan is very frustrated and we have been doing everything we can to keep them in the loop. They recently contacted Channel 6 regarding this issue and he finds it very disheartening that the project is getting very close to a conclusion and now this has come up.
- The Sheriff's Office is also working on an internet based software system that will interface with the (CIS) CAD system called "I Am Responding".
- The FCC also has to approve this site before equipment can be hung on the tower. It's never a fast process and the Sheriff's Office has been diligently working on this.

Review monthly bills and financial items: – The committee approved the monthly recap reports for August bills in the amount of \$179,668.56. A spreadsheet summarizing current bills was reviewed by the committee members.

Report on budget:

- Overall, the budget is pretty much on target.

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 \$3,603.52 which included paint and supplies for routine painting in the jail, inmate instruction and a small refrigerator put in the jail for inmate meals.
- Another item was the software for the project coordinator's computer. The original amount was not the correct software so the price was raised by \$43.78.
- Lastly, a rebate was received from Focus on Energy for the old dishwasher that was replaced earlier this year.

Adjourn

Next meeting date is October 24, 2014 (Emergency Management)

With all business conducted, the chair declared the meeting adjourned at 10:36 a.m.

Motions Carried: 3 Lost: 0 .

Signed _____