

## **LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE MINUTES**

**DATE:** May 25, 2018

**Call to Order:** Meeting called to order by County Administrator Ben Wehmeier at 8:30 a.m.

**Roll Call:** Members of the committee present were: Kirk Lund, Dwayne Morris, Greg David, Brandon White, James Braugher

Others present were: Sheriff Milbrath, Chief Deputy Parker, Corporation Counsel Blair Ward, County Administrator Ben Wehmeier

Absent: none.

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

**Overview of Open Meetings Law:** Corporation Counsel Blair Ward explained to the committee what the Open Meetings Law is and why it is important to follow it.

**Election of Officers:** Kirk Lund nominated Dwayne Morris for Chairperson, and seconded by Greg David. As there were no other nominations, a unanimous ballot was cast. Dwayne Morris nominated Kirk Lund for Vice Chairperson and Greg David seconded. With no other nominations, a unanimous ballot was cast. Greg David nominated James Braugher for secretary and Kirk Lund seconded. With no other nominations, a unanimous ballot was cast.

**Introduction of Policy Oversight Department Heads (District Attorney & Medical Examiner):** Chief Deputy Parker welcomed the new members, introduced the staff, and explained what the Law Enforcement Committee is responsible for.

Medical Examiner Nichol Tesch introduced herself and gave an overview of her department.

District Attorney Happ was not available.

**Approval of the agenda:** The agenda was approved as presented.

**Public Comment:** Supervisor Greg David handed out a document regarding Holistic Management. He also spoke of an idea for "Inmate Cooperative as an Economic Capital Building". This document is attached.

**Approval of the March 23, 2018 meeting minutes:** A motion was made by Kirk Lund, and seconded by Dwayne Morris that the March 23, 2018 minutes be approved as printed. Motion carried.

**Communications:** None.

**Grants - Update of ongoing or new grants:**

- The Sheriff's Office has two smaller grants in process, one with Kwik Trip and one with

Enbridge. These grants will be used for either community service or for the communications tower.

- There is also a PERC (Wisconsin Propane Education and Research Council) grant which will help with the purchase of five new PRINZ propane systems the Sheriff's Office will be getting. This grant will be for \$1,000 per system.
- Another grant the Sheriff is looking into is a community grant which would help with the cost of providing "home skills" to the inmates, such as cooking, and other essential skills to help the inmates when they are released.

### **Report from the Sheriff:**

- Captain Scott explained the GED program that is offered in the jail and how the Sheriff's Office has had two inmates get their GED in the past two years, one of which is a state inmate.
- There was a swearing-in ceremony last week for the Sheriff's Office newest deputies. These deputies are now in a mini-academy in the jail.
- Sheriff Milbrath is working with the Parks Department at the Jefferson County Dog Park to get ideas to get people to pay their fees and to keep people with non-social dogs away from the dog park. The Parks Department will be hiring part-time deputies to keep a presence at the park to help deter these issues.
- The Sheriff's Office is also going to be working with the Korth Park "Brew with a View" to help with parking issues as this event has become very popular and has been drawing many people in attendance.
- The Sheriff's Office will be working with local law enforcement to crack down on drug trafficking throughout the county.
- The Sheriff's Office has three openings for deputies. There is a team of younger officers that will be going to surrounding Technical colleges and doing recruiting to help draw in more people to apply to work with the Sheriff's Office.
- Chief Deputy Parker spoke about the Sheriff's Office presence on Hwy 12 in Fort Atkinson with the bridge being redone. Semi-trucks are to be re-routed; however, some are not following these detours and are going through roads that are not for their weight.
- Sheriff Milbrath spoke about the communications system issues that have been occurring lately where the paging system will go down with different municipalities. There will be a meeting with GenComm (the communications company) and area Fire Chiefs to talk about current issues and to discuss possible fixes.

### **Discuss and make recommendation regarding new deputy positions (2019):**

- Sheriff Milbrath stated that the Sheriff's Office is looking to add four positions:
  - Community Service Officer – to take over the Active Shooter training, the reviews of different schools to help them get their safety grants, and other requests that come through from different facilities in the county
  - Communications Investigator – so much of the crime now occurs with electronic devices such as smartphones, I-pads, and computers, this position would specialize in working on these cases
  - Part time cook – over the years, the Sheriff's Office lost 1 full time cook
  - Dispatcher – there are currently three dispatchers assigned to each shift with two working at a time. If one dispatcher is on vacation, this creates overtime for another person.

- In 2009, Northwestern University conducted a survey of the Sheriff's Office and it was determined that eleven people were needed. Four deputies ended up being laid off at the end of the year. That puts the Sheriff's Office down 14 people since that time. Sheriff Milbrath noted that in his 16 year tenure as Sheriff, he was only able to add 1 half-time clerical position.
- At this time, the Sheriff's Office is asking for two deputies in the Patrol Division.

Greg David made a motion that the Law Enforcement Committee support the Sheriff's request for two full-time deputies, one full-time dispatcher and one part-time cook and to forward the recommendation to County Administrator Ben Wehmeier. James Braughler seconded.

**Review monthly bills and financial items (February, March, & April):** – The committee approved the monthly recap reports for February 2018 bills in the amount of \$180,465.58, March 2018 bills in the amount of \$120,024.48, and April 2018 bills in the amount of \$287,583.11. A spreadsheet summarizing current bills was reviewed by the committee members.

Chief Deputy Parker explained the process of reviewing the bills each month for the new committee members.

**Report on the budget:** At the end of April, the Sheriff's Office is at approximately \$365,000 under budget. This number does not include a couple large projects, squad cars have not been purchased and the CIS upgrade (the Sheriff's Office computer system) has not been paid off yet.

**Review monthly jail and patrol activity reports:** Jail and patrol activity reports were not available.

**Discussion and possible action to use jail assessment monies to fund a portion of tile/floor scrubber:**

- Kitchen Supervisor Brian Nesthus researched and found a floor/tile scrubber to replace the current floor scrubber which is no longer working properly. The new scrubber would be used in both the Sheriff's Office and the Courthouse, so the cost would be split 50/50 with the Sheriff's Office and Central Services. The total cost is \$7,278 with the Sheriff's Office portion being \$3,639.

A motion was made by James Braughler to move forward with the funding a portion of a new tile/floor scrubber using jail assessment money. Kirk Lund seconded.

Motion Carried: Ayes 5 Noes 0.

**Discussion and Possible action on approving jail assessment fund purchases:**

General fund items for the month totaled \$3,600 to Jefferson County Literacy Council for jail inmate instruction for March and April.

There was also an approval needed for the Sheriff's Office portion of the Chiller – A/C system renovation which was 70% of the cost or \$34,198.47. Central Services will cover the remaining 30% of the invoice. There will be one more invoice coming to cover the cost of the Freon.

The jail assessment balance at the end of April is \$302,554.82.

**Next meeting date:** June 22, 2018.

**Adjourn:** A motion made by Greg David to adjourn at 10:15 a.m., was seconded by Kirk Lund. Motion carried.