

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

**DATE:** December 3, 2021

**Call to Order:** Meeting called to order by David Drayna at 8:30 a.m.

**Roll Call:** Members of the committee present were: Kirk Lund (ZOOM), David Drayna, Brandon White (ZOOM), Mary Roberts

Others present were: Chief Deputy Jeff Parker (ZOOM), Corporation Counsel J. Blair Ward, County Administrator Ben Wehmeier, Captain Donald Hunter, Captain Travis Maze, Captain Margo Gray, Anita Martin, Jim Bartlett (ZOOM)

Absent: Dwayne Morris

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

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

**Public Comment:** Anita Martin commented on wanting an update on reviewing the spill process and also asked about the LEPC by laws matching the County Board rules. These will be discussed at the next LEPC meeting.

**Approval of the October 22, 2021 meeting minutes:** A motion was made by Mary Roberts, and seconded by Kirk Lund that the October 22, 2021 minutes be approved as printed. Motion carried.

**Communications:** None.

### **Grants – Update of ongoing or new grants:**

- Captain Maze reported on the \$40,000 speed grant that was completed in September. The Sheriff's Office and City of Jefferson Police Department spent \$39,000 of the grant which met compliance of the grant standards.
- There were 617 hours worked on the grant with 323 hours worked by the Sheriff's Office and 294 hours worked by the City of Jefferson Police Department.
- There were 1,187 traffic stops which equates to a traffic stop every 31 minutes. There were 184 warnings issued and 667 citations issued.
- A \$30,000 seat belt grant started in November 2021 and runs through September 2022. The Sheriff's Office will partner with City of Jefferson Police Department for this grant.

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

- Captain Hunter reported that 3 candidates will be hired from the interview process that occurred in June. There is an additional interview process going on now where 16 applicants took the exam and were interviewed by the command staff. Six of these applicants will be interviewed by the Civil Service Commission.
- There are four applicants for an additional dispatch opening that will be testing

December 15.

- There are eight confirmed retirements with a possible additional two in 2022. Two of these retirements are the Support Services Sergeant and Detective Sergeant positions. All four of the deputies assigned to the Support Services division will be retiring this year as well.
- Captain Gray reported on the Recruitment and Retention Team. The team has been visiting local 720 hour Law Enforcement Academy schools to speak with unsponsored individuals to get interested candidates to apply with the Sheriff's Office. They have also been visiting local technical and four year schools to speak with students who have not yet committed to an agency to spark interest in the Sheriff's Office.
- The jail recently had a small outbreak of covid. There were 4 positive inmates in the first stage of intake that were put in isolation and then were graduated to the general population once through their quarantine period. Three inmates from the Huber dorm tested positive and the dorm was then put on quarantine and Huber was suspended until the full quarantine period was completed.
- There are two deputies in the Police Academy who will graduate on December 17. Two deputies will begin the Police Academy in January and there are three spots reserved for the August 2022 Police Academy.
- The annual jail inspection occurred on October 13 and the Sheriff's Office jail and kitchen passed the inspection.
- The jail has been utilizing Telehealth and Jefferson County Human Services for mental health appointments until there can be an onsite mental health provider hired in December.
- Captain Maze reported on the ordering of 2022 squads. He is hoping the squads are in the building by June or July.
- Three new members have been added to the SWAT Team and two members have been added to the Dive Team.
- The security gate has been installed at the Jefferson County Sheriff's Office Range Facility.
- The storage building at the range facility has been completed. It has been insulated and heated so that vehicles can be stored there and be ready to be used when needed.

#### **Update on Communications Project:**

- Todd Lindert reported that the project is moving along as expected.
- General Communications will be moving the equipment into the Palmyra site. The trench has been dug at the Annex building. The electricity at the Johnson Creek site has been turned on. Equipment is being installed at the Waterloo site.

**Review monthly bills and financial items (September and October):** – The committee approved the monthly recap reports for September 2021 bills in the amount of \$157,540.65 and October 2021 bills in the amount of \$214,295.22. A spreadsheet summarizing current bills was reviewed by the committee members.

**Report on the budget:** At the ten month point in the year the Sheriff's Office should be at 83.33%. The Sheriff's Office is operating at 81.51% for expenditures and 81.03% for revenue. There are some revenues coming from the state inmate billing.

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

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

The Committee received a report on general jail assessment fund purchases totaling \$6,641.47. Payment was made to Jefferson County Literacy Council for September and October jail inmate instruction in the amount of \$3,600, to Performance Foodservice for the October dish machine lease in the amount of \$195, and to IWM Corporation for 60% of the cost of the tower water treatment chemicals in the amount of \$2,846.47.

The jail assessment balance at the end of October is \$284,250.27.

**Discussion on potential items for the next meeting agenda:** None.

**Adjourn:** A motion made by Mary Roberts to adjourn at 9:30 a.m., was seconded by Kirk Lund. Motion carried.