

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

**DATE:** May 27, 2022

**Call to Order:** Meeting called to order by County Administrator Ben Wehmeier at 8:35 a.m.

**Roll Call:** Members of the committee present were: David Drayna, Timothy Mielke(zoom), Dwayne Morris, Mary Roberts, Brandon White

Others present were: Captain Travis Maze, Sheriff Paul Milbrath, Sarana Stolar(zoom), Corporation Counsel J. Blair Ward, County Administrator Ben Wehmeier,

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

**Election of Officers:** Brandon White nominated Dwayne Morris for Chairperson, and seconded by Dave Drayna. As there were no other nominations, a unanimous ballot was cast. Brandon White nominated Dave Drayna for Vice Chairperson. With no other nominations, a unanimous ballot was cast.

**Discussion and possible action on future meeting schedule:** Supervisor Mielke cannot make early morning meetings in the months in which school is in session. Supervisor Mielke is available after 3:30pm Monday through Friday while school is in session. Feedback from Supervisors is they prefer mornings, Sheriff's Office doesn't have a preference other than Friday afternoons is probably not a good time. County Administrator Ben Wehmeier suggested a doodle poll before the next meeting to find a good time that works for everyone. Medical Examiner Nichol Tesch has no preference. Chairperson Morris asked to go on with the poll and everyone was in agreement.

**Introduction of Policy Oversight Department Heads (Medical Examiner):** Medical Examiner Nichol Tesch, oversees per diem and part-time staff in her department. They work 24 hours a day 7 days a week on call. She works in the courthouse until approximately till 4:30p.m. Monday through Friday for their office hours. She takes most of the calls during the day and her staff takes most of the calls at night and she backs them up. They respond to a variety of places and take care of all the natural and non-natural deaths in the county. She has established many policies for the office in the last couple of years just to structure the office so they are well prepared. She also participates as the co-chair of the zero-suicide team as well interim chair of the death review team. Her office is located in room 114 in the courthouse.

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

**Public Comment:** None

Introduction by Sheriff Milbrath at the request of Chairperson Morris of Megan Chentis as Administrative Specialist for the Sheriff's Department taking over the role previously held by Jessica Olszewski.

**Approval of the March 25, 2022 meeting minutes:** A motion was made by Mary Roberts, and

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Minutes by: Megan Chentis

seconded by Brandon White that the March 25, 2022 minutes be approved as printed. Motion carried.

**Communications:**

- Sheriff Milbrath passed around thank you card received from the community.
- Sheriff mentioned letter to the editor regarding some of the deputies and state patrol troopers for their behavior in a calm and professional manner during an incident that involved someone acting up on public transportation. Used as minimal force as necessary.
- Sheriff mentioned a letter from the City of Whitewater thanking the Sheriff's office for the ongoing assistance with their spring splash event every year.
- Sheriff also mentioned a \$500 donation the Sheriff's Office has received from The Fort Wisconsin club for the K9 Program.
- Me & my pets continues to supply all the food for the K-9's. Animal Clinic of Fort Atkinson for vet care of the K-9's.

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

- Sheriff Milbrath stated the office is awaiting \$10,000 grant from the Didion Corporation. This allowed the office to build an active shooter/ hostage building at the range.
- Sheriff stated he is waiting to get the check for \$1,100 from the grant he submitted to Alliant Energy to use towards defibrillators.
- The Sheriff's Office did receive the \$750 Enbridge grant for life preservers. It will allow the Sheriff's Office to supply people with life preservers who don't have them on their boats.
- Sheriff mentioned a grant for \$29,000 from the Badger State Sheriff's association from an anonymous donor. Allowed the Office to purchase shields for all the squad cars. This allows the deputies to arrive on scene and even if they are the only person on scene they can go into and try to deescalate an active shooter incident. The Office was also to purchase a robot for instances where it would be better for some type of mechanical device deployed instead of an officer.

**Report from the Sheriff:**

- Update on Agreement with Union: When possible, the Sheriff's Office would use Sgt. Handrow and Capt. Gray on first shift to count as the female Deputy, they would not count as part of the "Shift Standard." The jail would use the female deputies from the patrol division to cover female opening in the jail, even if it took patrol down below their minimum staffing levels. It was agreed that overtime would be posted in patrol instead of the jail and the union would not grieve it. The Sheriff's Office entered into an MOU with the Union, which temporarily assigned everyone in Support Services to a 0700 – 1500 shift, which enabled The Sheriff's Office to have a larger pool of employees to cover shift vacancies from 0300-0700 and 1500 – 1900 (both male and female). In entering into the above agreement Support Services personnel would have Court Related duties that would prohibit them from being pulled into the jail, and that their Support Services duties would be a priority. Margo is coming in on her off time to work and cover shifts, she is only being compensated straight time.

- Chief's Award as presented by Calvary Baptist Church during Blue and White Sunday on 05/22/22 – For exceptional service during the Donna and Randy Mueller's son Stephen recovery efforts between January 17<sup>th</sup>, 2020 and March 7<sup>th</sup>, 2020.
- Promotion and Retirement
  - June 8<sup>th</sup> Detective Chad Garcia retires from the Sheriff's Office; Detective Vaughn Johnson becomes the new Detective Sergeant
  - Second week in June Command Staff interviews for Jail Sergeant and new Detective
  - Deputy Al Brawders to retire in September
  - If all goes well Chief Deputy Parker will retire end of December
  - The Sheriff's Office anticipates between 4 and 6 additional retirements for 2022
- Will most likely see a recommendation coming soon regarding changing the Civil Service Ordinance. Hard for staff to meet the minimum requirement of 6years to be promoted to sergeant.
- HIRING: The last several hiring processes have had about a 30% turnout for the written test. Two new Deputies, Matthew Streit and Saul Estrada were hired on May 16<sup>th</sup>. The Sheriff's Office is currently seven Deputies Short. There are five Deputy who have conditional job offers
- Training: Lots of training will be happening within the next two years in addition to training required by statute.
- Military Leave: One Deputy is on Military Leave for a one-year deployment

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

- Sheriff Milbrath reported that the project is still on track for testing to begin in June. Only issue is working with We Energies on a tower within a month to stay on track.
- The Watertown and the Ixonia sites are finished. Waterloo and Whitewater sites should be done soon.
- There is only one item of equipment backordered. However, the paging system is almost fully updated; this will provide better clarity for surrounding agencies.
- Looking at updating the Sheriff's Office dispatch desks.

**Review monthly bills and financial items (March & April):** – The committee approved the monthly recap reports for March 2022 bills in the amount of \$275,984.64 and April 2022 bills in the amount of \$231,503.85. A spreadsheet summarizing current bills was reviewed by the committee members.

**Report on the budget:** Sheriff reported 4 Months of Expenditures and Revenues should equal 33.33% of the operational Budget, Revenue is at 32.65% of Budget, Expenditures are at 32.85% of Budget. The Sheriff's Office is currently over budget by \$31,287.82. Jail Assessment is currently at \$290,074.84. Even though both revenue and expenditures are below 33.33%-mark expenditures are greater than revenues. As a result, The Sheriff's Office is over by 31K. The goal at the end of April is 33.33% of the Operational Budget. For the most part all business units are at 33.33%. The one unit that is a concern in the Jail Unit 13106 under expenditures which is operating at 35.15% of its total budget or 2.15% over budget 4 months into the year. Wage and benefits overall are

good, operating at 31.3% of our wage and benefit budget. The Jail is the only big unit that is over budget at 34.5%. From a pro-rated stand-point the budget is still \$9000.00 under budget in the wage and salary unit.

- Overtime
  - Patrol Overtime Budgeted \$546,032 so far used \$129,326 or 23%
  - Dispatch Overtime: Budgeted \$115,333.00 used \$29,868.00 or 25.9% (Down from last year)
  - Jail Overtime: Jail overtime used \$113,109.00 out of a total \$233,978 budgeted overtime or 48.3%
- Miscellaneous Information
  - Fuel Budget: Over Budget – Budgeted \$132,500.00, used so far \$47,467 still have left \$85,032.00 (Used 35.8%)
  - Electricity at Tower sites has already used 50% of the budgeted monies only into April will have to budget accordingly for 2023, Budget \$13,000 for 2022, will probably need to be closer to \$20,000.00 in 2023.
- The one anomaly that misconstrues the budget is the Jail Southern Health Partners line item. The line item has a budgeted amount of \$500,00.00 applied to it. There has been \$224,293 in actual expenditures and another \$436,143.00 in unpaid bills (encumbrances), the account is already at 132.1% billed out. At the end of the year these numbers are adjusted with Jail Assessment funds. So technically The Sheriff's Office is not over budget at this point.

**Review monthly jail and patrol activity reports:** Jail activity- Telephone Commission is \$1,245.05 through March 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 \$5,960.26. Payment was made to Jefferson County Literacy Council for March and April for jail inmate instruction in the amount of \$3,600, to Performance Foodservice for the March and April dish machine lease in the amount of \$401.40, and to Interstate Power Systems in the amount of \$1958.86.

The jail assessment balance at the end of April is \$290,074.84.

**Discussion on potential items for the next meeting agenda:** Lynn Forseth from the Literacy counsel and who is taking over for her to attend the next meeting if available. Discussion and Possible Action on future meeting schedule will be based off of poll.

**Adjourn:** A motion made by Mary Roberts to adjourn at 9:42 a.m., was seconded by Brandon White. Motion carried.