

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: June 23, 2017

Meeting called to order by Dwayne Morris at 8:33 a.m. Members of the committee present were: Kirk Lund, Dwayne Morris, Michael Wineke, Dick Schultz, Ed Morse
Others present were: Chief Deputy Parker, Corporation Counsel Blair Ward, Dispatch Supervisor Todd Lindert

Absent: none

Compliance with open meetings law: Chief Deputy Parker assured compliance.

Review agenda: The agenda was approved as presented.

Public Comment: None

Approval of minutes: A motion was made by Dick Schultz, and seconded by Kirk Lund that the May 26, 2017 minutes be approved as printed.

Communications: Sheriff Milbrath is absent attending the National Sheriff's Association Conference, so there are no updates on communications.

Discussion and possible action on the CIS patrol software upgrade:

- Chief Deputy Parker explained the CIS system currently in use by all departments in the Sheriff's Office. This includes patrol, jail, Civil Process, and dispatch. The project does not have to go out to bid as this is an enhancement of the system currently in place. This has been previously approved through the Sheriff's Office's budget, but due to the cost of the project, \$280,000, it does have to be brought to the Law Enforcement Committee to make a recommendation to forward the proposal to the County Board for approval.
- Dispatch Supervisor Todd Lindert explained that the CIS system upgrade consists of mobile data and an interface for dispatch. This upgrade will give the officers access to the system from their squad cars, versus them needing to come in to the Sheriff's Office to type and view their reports; the deputies will be able to see the Calls for Service that are typed into the system by dispatch versus needing to always be notified by dispatch first; it also gives the ability to map the squad cars – it will show dispatch and sergeants where the deputies are for ease of assignments. It will greatly enhance the operations of the Sheriff's Office overall.
- Chief Deputy Parker explained that right now, once an incident is completed, a records clerk will type the report and begin the "report flow". Then the deputy, after briefing or when they have time, will go into the recording room where there is computer access and will read over the report, make corrections if needed, and resubmit. This all takes time away from the road for the Sheriff's Office patrol deputies. This upgrade will make the Sheriff's Office more efficient.
- Chief Deputy Parker explained that with the ability to have squad tracking, it will be easier for both dispatchers and other deputies to see where officers are currently

- working on incidents and also adds to officer safety.
- Ed Morse brought up distraction of officers while driving; with the extra access, are there policies for what officers can and can't do while driving. Chief Deputy Parker answered, the Sheriff's Office does have an Electronic Communications Policy and there is hands-free technology in all of the squads, so this does help to prevent the distractions. Supervisor Lindert added that most of the access the deputies will have is stationary and not a lot can be done while they are driving on the road.
 - Supervisor Lindert stated that currently, when there is a traffic stop, one dispatcher enters the information into the Call For Service system, and the other dispatcher enters the same information into the TIME System (Department of Transportation), so there are two dispatchers working on every traffic stop. This upgrade includes an interface that will allow the information that is entered into the Sheriff's Office Call for Service to be automatically entered in the TIME System, freeing up the other dispatcher to do other tasks and reduce the backlogs that can occur.

A motion was made by Dick Schultz to recommend to the Finance Committee and the County Board to approve the purchase of the upgrade of the CIS System in the Sheriff's Office in the amount of \$281,776. Michael Wineke seconded. Motion Carried: Ayes 5 Noes 0.

Grants - Update of ongoing or new grants:

- There are currently not many grants available to the Sheriff's Office.
- Chief Deputy Parker did state that the Sheriff is working on a few small equipment grants, but is waiting on approval for these.

Report from the Sheriff:

- Chief Deputy Parker gave an update on the squad propane systems. With all of the issues over the past year and a half, he is hopeful that the Sheriff's Office is now finally coming to a final resolution. Over the past two weeks, one of the Tahoes has been in Detroit, MI at the ICOMM factory to be worked on. There have been two modifications completed. ICOMM modified the fuel injection system and also moved the system from the location to help prevent the vehicle from overheating. They also did an upgrade to the system.
- Once they return the Tahoe, it will be placed into service for a period of two weeks, over which it will be tracked to determine if there are any issues. If no issues arise, ICOMM will then perform these same fixes on the rest of the squads. If there are any issues, discussion will then take place over any reimbursement owed to the Sheriff's Office.
- The Sheriff's Office currently has four (4) openings, three of which are due to retirement; one is for an officer not successfully completing the training process. These vacancies will hopefully be filled over the next few months. Chief Deputy Parker explained the new hiring process where there is an open application process, so individuals are always able to apply and once enough people have applied, there is a testing date set up.
- Corporation Counsel Blair Ward came to the meeting at 9:10 a.m.
- Chief Deputy Parker spoke briefly about the Waterloo Site. The Sheriff's Office is looking to purchase additional land to place a communication tower at this site. The current communication equipment is on the City of Waterloo property and attached to a very unstable pole that will need to be replaced very soon. The purchase of the land would cost approximately \$2,500. This tower affects all fire, police and EMS

communications. Corporation Counsel Blair Ward stated this can be sent to the County Board without formal action by the committee if the County Administrator Ben Wehmeier presents this to the County Board. Dwayne Morris asked if any committee members objected to this proposal being sent to the County Board through the County Administrator. No committee members objected.

- Chief Deputy Parker explained a new proposal for the jail visitation video project. This will not cost the Sheriff's Office any money as this program is installed by the vendors, and a contract is signed for a period of time. This will not cost anything as this system uses a kiosk, placed throughout the pods, that connects the inmates with the visitors at home on their computer, or on their smartphones or tablet. This system is paid for through visitors needing to pay certain amounts to use this service. For example, a small fee will be charged for the start-up, such as \$5. This cost is increased overtime to come to the approved price. For instance, a family member will purchase 30 minutes of visitation for \$5, and then this can be used in increments, five or ten minutes at a time. The family member makes the purchase and then this is managed by a software management process. There is a voice recognition component at registration which would prohibit unauthorized people from contacting certain inmates. Deputies will have the ability to monitor both the audio and video portions of all visits to prevent any inappropriate communications. The visitation booths currently in use would also be set up to use this technology as well for purposes such as attorneys. The visitation booths will still be in use for those who don't have computers or smartphones.
- The Sheriff's Office has recently purchased mats for the training facility to prevent injury to deputies in various training aspects.
- Chief Deputy Parker stated that the 2018 Budget process has been started; a few of the items to be included are a Dive trailer to replace the current Dive bus, a storage unit at the training facility, and 3 Tahoes (which would include the propane system).
- Chief Deputy Parker briefly spoke of the school he recently attended on Active Shooter Incident Management. He stated this was an extremely good training which taught command staff, firefighters, and dispatch how to handle active shooter situations.

Review monthly bills and financial items (May): – The committee approved the monthly recap reports for May 2017 bills in the amount of \$112,974.19. A spreadsheet summarizing current bills was reviewed by the committee members.

Report on budget: At the end of May, the Sheriff's Office should be operating at 41.66%, and the Sheriff's Office is currently operating at 41.26%. Currently the jail is operating at 44.18%, but the state inmates that, in 6 months, will have brought in extra revenue of \$200,000. This will immensely help off-set the jail operations, which again, is due widely to overtime. The Sheriff's office is currently approximately \$140,000 under budget, which is primarily due to the current deputy openings.

Review monthly jail and patrol activity reports: Jail and patrol activity reports were available and reviewed, to include the revenue report for the inmate telephone and the patrol citation report.

Jail assessment fund items: General fund items for the month totaling \$7,689.22 which included \$3,600 to Jefferson Co Literacy Council for jail inmate instruction for May & June, \$2,484.07 to IWM Corporation for 60% of cost for the Cooling Tower treatment, and

\$1,605.15 to Interstate Power Systems Inc for annual inspection of Emergency Generator.

The jail assessment balance at the end of May is \$173,273.84.

Agenda Items: None.

Adjourn

Next meeting date is July 28, 2017 (Emergency Management).

A motion made by Kirk Lund to adjourn at 9:59 a.m., was seconded by Dick Schultz. Motion carried.

Motion Carried: Ayes 5 Noes 0