

COUNTY BOARD COMMITTEE MINUTES

COMMITTEE: LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE

DATE: February 22, 2013

Meeting called to order by Paul Babcock at 8:30 a.m. Members of the committee present were: Paul Babcock, George Jaeckel, Pam Rogers, Ed Morse, Dwayne Morris

Others present were: John Molinaro, Sheriff Milbrath, Chief Deputy Parker

Absent: None.

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

Approve agenda: The agenda was approved as presented.

Approval of minutes: The January 25, 2013 minutes (Emergency Management) were not approved as no one recalled seeing a copy of them. The minutes will be distributed and approved at the next meeting in March.

Public Comment: No public comment.

Communications: No communications

Update on dispatch communications project: Chief Deputy Parker said about 95% of the equipment has been installed. All of the towers are up and running except Ixonia. The equipment is in the building but there still is some fine tuning before it's brought online. The hard labor is all done and just the calibrating is left to do. There have been a few glitches which were expected when going from wide band to narrow. Deputies need to key their mics first to allow it to find the nearest tower with the strongest signal before they begin to talk. It takes a couple seconds for this to happen. One and a half payments are still being withheld per the contract to make sure everything meets the specs and that it is running correctly. One portion of the payment will be held for 60-90 days to make sure the equipment keeps running properly.

Sheriff's Office employee changes/hires: The Sheriff's Office recently hired another part-time deputy that will be moved to full time when a couple of other newer deputies have completed FTO training. He is currently working at the courthouse security station. Another new female deputy that previously was working in another county department is now attending the police academy at Blackhawk Tech. She is also working on her Associate's Degree in Criminal Justice. There a couple anticipated retirements this year and one patrol officer is out on FMLA right now. At this time there are no Workmen's Comp issues out there. One of the jail sergeants is on disciplinary suspension and has been demoted to deputy (still working in the jail). His discipline has several requirements, some ongoing when he returns to work in March. Within the next few years there likely will be more retirements since the workforce is getting older both in the courthouse and the other county departments. However, sworn personnel are usually proactive and the replacement process can be started before they leave. Overall, the Sheriff's Office has proactive hiring practices.

Review and recommend purchase of freezer for the jail kitchen using Jail Assessment funds: Communications with Corp Counsel have been going on regarding an RFP for a walk-in freezer for the jail kitchen. The process is underway. The freezer will be set up in the underground garage and

will allow the kitchen supervisor to buy some items in bulk which will save the county a large amount of money. The freezer will cost approximately \$30,000 and the amount will come from Jail Assessment funds. The item was added to this agenda for approval from the committee before the RFP is published. Bids will be in by mid March and will come back to this committee at the next meeting before going on to the County Board meeting in April.

Pam Rogers made a motion to approve the bid process for the walk-in freezer. George Jaeckel seconded. Motion carried.

Grants – Status of ongoing or new grants: Sheriff Milbrath said that they are dealing with the propane grant which has lately required digging up information from 2010. Checks and balances were not explored or discussed by the provider in the early stages of this grant which is prompting the dig for more information. Unfortunately, two and a half years have passed since these events happened and some of the vendors involved are not thrilled, although they have definitely been pretty good about supplying what is needed.

Sheriff Milbrath added that the Sheriff's Office is still looking for and working on other grants as well. He and the mechanic for the Sheriff's Office are going up to Wausau for a Wisconsin Propane Council sponsored event in late March to talk about propane and see the alternate systems that are out there. The Sheriff has also been working on a smaller grant from the Propane Council (\$10,000). In addition, there are a couple small pipeline grants that he is applying for (Enbridge and the Canadian Pipeline). Some are a bit of work and frustrating when the provider's server keeps kicking him out, but the Sheriff says he is spending the time to get it done. He said there are also a couple small traffic grants that will be applied for.

Report from the Sheriff: Following on the heels of the last propane discussion, Sheriff Milbrath said that the propane systems that were bought with the grant funding, and that are the best systems the Sheriff's Office has had in its fleet, may no longer be made by the company. The manufacturer feels they do not receive enough orders for that size system so they may discontinue making them and focus more on the Compressed Natural Gas systems (CNG). The Sheriff has been checking out what is available for alternate systems. However, the Sheriff also said that many agencies within the state and out of state have been calling the Sheriff's Office as they have heard Jefferson County is the "expert" on using propane systems and he is disappointed that the best system out there may not be available. The Sheriff's Office is in limbo about what they will be installing right now. CNG systems are high pressure systems, are more expensive, are a bit slower to fill the tank, natural gas is a bit more expensive and there are limited locations to refuel. It is also more feasible for large fleet operations. Grants also require that any system used is EPA certified.

Chief Deputy Parker mentioned that he recently found out that the alternate fuel tax excise credit has been put back into place (was supposed to end in 2011) and will run through 2013. The Sheriff's Office should receive about \$33,000 for the 2012 credit.

Sheriff Milbrath talked about a week long training he just had in New Mexico addressing prevention and response to suicide bombings which also covered school shootings, etc. It was totally free and he felt it was excellent training. Chief Deputy Parker talked about some free training coming up in June that is put on by the Department of Justice/Homeland Security. It is a two-day assessment session (vulnerability assessments) and they are planning to send some people to the training. The session is open to school administrators, faculty, etc. as well. Sheriff Milbrath said there is an online class from New Mexico Tech also that addresses this topic.

Review monthly bills and financial items: – The committee approved the monthly recap report for December bills in the amount of \$259,318.44. A spreadsheet summarizing current bills was reviewed by the committee members. Chief Deputy Parker added that \$72,500 was taken from Jail Assessment funds and applied toward inmate medical bills in 2012. The Sheriff’s Office is about \$190,703 over budget (about 1.7%). Workmen’s Comp and overtime were the biggest culprits but are not easy fixes. The jail has mandatory staffing levels related to population as well. Patrol is not mandated but the citizens of the county would be unhappy if it took a long time to get to complaints. These issues, especially overtime, need to be looked at in next year’s budget process.

Review monthly jail and patrol activity reports: Jail and patrol activity reports were reviewed.

Jail assessment fund items: General fund items for the month, Literacy Council billing, jail medical bills, and other repairs totaled \$81,299.00 that was taken from this fund.

Short discussion was had regarding the storage space out at the annex building. The funds set aside for a new storage building were carried over and at this time some building repairs are in the works for out there. It won’t solve the storage problem though.

Next meeting date is March 22, 2013

A motion was made and seconded to adjourn at 9:34 a.m. Motion carried.

Motions Carried: 2 Lost: 0 .

Signed _____