

# KEWAUNEE COUNTY LAW ENFORCEMENT COMMITTEE REGULAR MEETING

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Date: May 12th, 2015 Kewaunee County Sheriff's Dept.,  
620 Juneau St. Kewaunee, WI  
Time: 10:00 A.M.

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## AGENDA ITEMS:

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. TRAVEL/TRAINING REQUEST:
  - a. Lt. Chris Gulbrand (Firearms Instructor Update- Southwest Tech. College- June 23<sup>rd</sup>/ 24<sup>th</sup>)
5. LAW ENFORCEMENT AGENDA
  - a. Status report on Communications System Upgrade.
  - b. Update on new hire process
  - c. Review Annual Report
  - d. Discussion and action on Sheriff's Department part- time IT Staff position
6. APPROVAL OF BILLS
7. SET NEXT MEETING DATE
8. SUCH OTHER MATTERS AS AUTHORIZED BY LAW
9. ADJOURNMENT

The committee welcomes all visitors to listen and observe, but only committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrators Office at (920)388-7164 prior to the meeting so that accommodations may be arranged.

A majority of the members of the county board of supervisors or any of its committees including:

Finance & Public Property  
Personnel, Advisory & Legislative  
Health, Child Support, and Veterans Services  
Human Services  
Aging Services Unit Advisory  
Extension Education, County Farm & Zoning  
Law Enforcement & Emergency Management  
Land & Water Conservation  
Highway & Solid Waste  
Promotion & Recreation

May be present at this meeting to listen, observe, and participate. If a majority of any such committee is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis 2d 553(1993), even though the visiting body will take no action at this meeting.

# MEETING NOTICE AND AGENDA EMERGENCY MANAGEMENT COMMITTEE MEETING

**DATE: 5/12/15**  
**TIME: 10:00 am**  
**PLACE: Integrity Room**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF BILLS (regular monthly meeting only)**
4. **REPORTS OF EMERGENCY MANAGEMENT**
  - a. **Travel Request (if any)**
    - **Introduction to Wisconsin Emergency Management – June 3 – 4 8:30 am – 4:30 pm – A variety of different topics covered to give an overview of Emergency Management. Terri Marcusen**
5. **SET NEXT MEETING DATE**
6. **SUCH OTHER MATTERS AS AUTHORIZED BY LAW**
7. **ADJOURNMENT**

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A majority of the members of the County Board of Supervisors or any of its committees including:

- Finance & Public Property
- Personnel, Advisory & Legislative
- Health, Child Support, & Veterans Service
- Human Services
- Aging Services Unit Advisory
- Extension Education, County Farm, & Zoning
- Law Enforcement & Emergency Management
- Land & Water Conservation
- Highway & Solid Waste
- Promotion & Recreation

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# KEWAUNEE COUNTY TRAVEL REQUEST FORM

EMERGENCY MANAGEMENT  
DEPARTMENT

THERESA MARCUSEN  
EMPLOYEE(S)

DESTINATION MADISON, WI

DATES OF TRAVEL

FROM: JUNE 2, 2015 TO: JUNE 4, 2015

OVERNIGHT?  YES  NO NUMBER OF NIGHTS: 2

\*\*NOTE: TRAVEL WITHIN 50 MILES REQUIRES APPROVAL FOR OVERNIGHT STAY

PURPOSE: CERTIFICATION - REQUIREMENT FOR POSITION  
W/ EMERGENCY MANAGEMENT.

(Include reasons for attending i.e. certification, license, education)

NOTE: PLEASE ATTACH AGENDA OR ITINERARY

EXPENSES: REGISTRATION/TUITION \$ 0  
LODGING \$ 140  
ESTIMATED MEALS (B, L, D) \$ \$45/day = \$90  
TRAVEL (APPROXIMATE MILES) 301 miles round trip

IS ANY PART OF TRIP REIMBURSED?  YES  NO \$ 140 - LODGING  
BY WHOM? WEM - room only

NOTE: IF TRAVEL IS REQUIRED AND THE APPROPRIATE OVERSIGHT COMMITTEE CANNOT REVIEW THE REQUEST BEFORE DEPARTURE, SUBMIT THIS FORM TO YOUR DEPARTMENT HEAD AND COUNTY ADMINISTRATOR FOR REVIEW AND APPROVAL.

APPROVAL:

Nancy L. Nollenberg  
DEPARTMENT HEAD

5-4-15  
DATE

\_\_\_\_\_  
COMMITTEE CHAIRMAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COUNTY ADMINISTRATOR

\_\_\_\_\_  
DATE