

**Emergency Management Committee Minutes
August 11, 2015**

The Emergency Management Committee meeting was held on August 11, 2015 , in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Linda Sinkula called the meeting to order at 1003 hours.

Members Present: Bob Weidner, (excused), Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director.

Travel Request: No travel requests.

Monthly Financial Report: Tracy Nollenberg handed out the most recent monthly financial report, along with the annual report for 2014. The monthly report was current through the end of June 2015. Nollenberg pointed out some of the highlights on the report. She also touched on the annual report, stating this was an unaudited version. Overall, \$20,000 did not get spent in their 2014 budget.

Nollenberg will be presenting this budget report to the County Board on August 18.

Bills: Pat Benes made a motion to approve the bills. The motion was seconded by Scott Jahnke. Motion carried.

Next Meeting: The next meeting was scheduled for September 8, 2015 at 12:00 noon., at the Kewaunee County Emergency Management office in Luxemburg.

Adjourned: Pat Benes made the motion to adjourn the meeting. Motion seconded by Scott Jahnke, motion carried. Meeting adjourned at 1018 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

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A handwritten signature in cursive script that reads "Mary Berkovitz". The signature is written in black ink and is positioned below the typed name of the recording secretary.

Law Enforcement Committee Minutes August 11, 2015

The Law Enforcement meeting was held on August 11, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Linda Sinkula called the meeting to order at 1019 hours.

Members Present: Robert Weidner, committee chairman (excused), Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director,

Public Comment: No public comment.

Travel/Training Requests: None

Law Enforcement Updates:

- a) Status on Communication System Upgrade: Sheriff Joski will be going over any issues still remaining in regards to the radio system, and it is very near to signing off on the project. Just recently there were some very minor issues with dropped audio, but those have been corrected. There are still some checks going on with some of the squads. Scott Jahnke brought up that Luxemburg Fire had mentioned at their last meeting there were some minor issues going on yet. Joski stated some of their issues may be "training" issues, and having all their personnel trained on the proper use of the equipment, but he will be sure to touch base with all Fire and EMS personnel before the contract is signed off.
- b) Eligibility List Process Update: The posting for applying for the eligibility list recently closed, and we received 24 applications. Sheriff Joski and Chief Deputy Cornelius reviewed these and 18 were chosen to be tested. Nine applicants will be tested (typing and dispatch tests) on October 3rd, and the other nine will be tested on October 10th.

Joski and Cornelius both noted that in the past they have received up to 60 applicants for this type of posting, and it was down to only 24 this time. There is not as much interest in applying for these "unprotected" positions any longer.

- c) Part-Time Law Enforcement IT Position: Sheriff Joski updated the committee on the County Administrator's decision to not hire a Law Enforcement specific IT position at this time. Joski stated that due to budget restraints in 2015 it is not feasible, but would like to see this move forward again in 2016 if budget issues stabilize. Joski stated our situation is "unique", and there is a direct need for this position. Brief discussion in regards to this position took place, and it was agreed to address this later in 2015.
- d) Monthly Financial Statement: Sheriff Joski shared the June report from Finance Director Paul Kunesh. He pointed out the overall budget is at 46.68% at this time, so we are "right on" for this year so far. The jail is at 47%, but pointed out

the re-occurring over-time, and the extra-regular hours due to the re-class are up. This is not saving monies, as it was believed it would by re-classifying the jailers, and is actually costing more. The budget narrative is being worked on for the new budget timelines, and should be available for the committee's review at next month's meeting. Discussion on the requested budgets for next year and trying to cut them by 5% took place. The 5% in law enforcement comes to approximately \$189,000, which will be difficult. It is becoming more and more difficult to accomplish these cuts from the expense side. There are very few places to cut, without having a budget that is "blown" by mid year next year. It is the belief that a stronger look at the "revenue" side has to be an option, but in the law enforcement budget, there are very few options as far as fees, because we are already charging fees for every possible service. It is going to be a difficult budget process.

- e) Authorization to Advertise Sheriff's Assistant Position: Sheriff Joski presented the committee with Luann LeCloux's letter announcing her retirement from the sheriff's assistant position in early 2016. Joski is requesting to post this position in order to hire a replacement for Luann's position, and be able to train the new hire prior to Luann leaving. Pat Benes made a motion that the law enforcement committee recommend to County Administrator, Scott Feldt to post this position as soon as possible, motion seconded by Scott Jahnke. Motion carried.
- f) First Amendment Assemblies Policy: Sheriff Joski stated this policy was created to maintain eligibility for Human Services to obtain certain grants. It basically is to show how Law Enforcement will respond to "assemblies".

Bills: Scott Jahnke made a motion to approve the bills as presented. Motion seconded by Pat Benes. Motion carried.

Other Matters: No other matters presented.

Next Meeting: The next meeting was scheduled for September 8, 2015 at noon., ato be held at the Emergency Management office in Luxemburg.

Adjourn: Motion to adjourn was made by Pat Benes, and seconded by Scott Jahnke. Motion carried. Meeting adjourned at 10:50 a.m.

Minutes provided by: Recording Secretary, Mary Berkovitz
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