

Emergency Management Committee Minutes
July 14, 2015

The Emergency Management Committee meeting was held on July 14, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Bob Weidner called the meeting to order at 1003 hours.

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

Travel Request: No documentation was received for the listed travel requests. Brief discussion on whether to approve without documentation took place. Motion was made by Linda Sinkula to approve all travel requests listed, seconded by Pat Benes. Motion carried.

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

Next Meeting: The next meeting was scheduled for August 11, 2015 at 10:00 a.m., at the Kewaunee County Sheriff's Department.

Adjourned: Linda Sinkula made the motion to adjourn the meeting. Motion seconded by Scott Jahnke, motion carried. Meeting adjourned at 1005 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

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Law Enforcement Committee Minutes July 14, 2015

The Law Enforcement meeting was held on July 14, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Robert Weidner called the meeting to order at 1006 hours.

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

Public Comment: No public comment.

Travel/Training Requests: None

Law Enforcement Updates:

- a) Communications System Update: Sheriff Joski stated all the "patches" have been in place, and everything seems to be working fine. There was some issue with Brown County, but it stems from their side, and some patch issues they need to work on. In the recent test, there was some issues with Lew DuChateau's portable radio, which was worked on with the group from Texas a few weeks ago. They came in and checked unit by unit for problems and addressed these issues. There were issues with loose antennae's, to installations of equipment, among others. It was found the installations done in Madison were much better than the ones being done in Manitowoc at Frank's. There have been a few pager issues, but it is not related to the radio system, it is the equipment being used. Those that have had these issues have been offered new equipment to resolve the issues they are having.

Sheriff Joski shared a handout on the Closure Plan with EF Johnson. It is very near the point we can sign off on the contract with EF Johnson. Prior to this we have to make sure our service contract with Bay Electronic is set, and their personnel are trained properly to do the daily maintenance. Bay Electronic has been sending staff to Texas throughout the summer for this training. Once KWSO and Bay Electronic come to an agreement/contract, including the budget for maintenance in the future, it could be as early as August that we sign off with EF Johnson.

There will be a 1 year warranty with EF Johnsen once we sign off. There is a great relationship with the State representative from EF Johnson, and he has a good relationship with KWSO, and helpful in this transition.

- b) New Hire Update: Deputies Mleziva and Etienne are both currently in training, and all is going well. Sheriff Joski shared the Swearing In Ceremony invitation

with the committee, which will be held Monday, July 20, 2015 at 9:00 a.m. at the Court House.

Sheriff Joski stated that the eligibility list has been posted. We are currently down to one candidate on that list, that being a male, so if a female would leave, we have no one on our list to choose from at this time.

The jail sergeant position was posted internally, and we did not receive any applicants. Deputy William Raduenz has accepted to temporarily cover the Jail Sergeant position for 6 to 12 months, until the department fills this position.

- c) Part-time IT Staff: County Administrator, Scott Feldt stated as much as he understands the needs of the sheriff's department, and to have an IT person available 24/7, due to budget outlooks for 2016, he has decided to hold off on hiring for this position, and to keep it as it is right now.

This brought up some questions about the upcoming budgeting process. Feldt stated to expect some preliminary budget instructions sometime in August. Feldt informed his goal is to meet with each department head to better understand how each department operates.

- d) Monthly Financial Statement: Sheriff Joski handed out the monthly financial statement from May, 2015, which is prepared by Finance Director, Paul Kunesh. Joski pointed out some of the sheriff's department's line items, which are somewhat high for this time of year, and were unforeseen in budgeting for this year. Joski shared there will probably be some transferring of funds later this year. Discussion took place on the formal process of doing the line item transfers, which in the past did not exist. It now shows some accountability on where the monies are going. All department heads are receiving this report from the finance director each month.

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

Other Matters: Chair, Bob Weidner asked if there has been any new information on the workman's comp employee, and whether they will be returning to work anytime soon. A medical evaluation is scheduled later in July, and the department will receive an update once it is available.

Administrator Feldt stated he would like to see a policy incorporated which would allow, after a "certain period of time", that the administrator could terminate the employment of an employee on workman's compensation.

Sheriff Joski asked if that was implemented, would it just be the time period, or would the administrator still take into consideration the medical staff's recommendations, for example, if the time frame was 18 months, and at 18 months, medical staff for workman's comp says the employee would be able to return at 19 months, would he still terminate the employee, knowing he/she could return in a month. Feldt stated he would make the determination in the best interest of the county.

Next Meeting: The next meeting was scheduled for August 11, 2015 at 10:00 a.m., at the Sheriff's Department, Integrity Meeting room.

Adjourn: Motion to adjourn was made by Linda Sinkula, and seconded by Scott Jahnke. Motion carried. Meeting adjourned at 10:40 a.m.

Minutes provided by: Recording Secretary, Mary Berkovitz
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