

**Kewaunee County**  
**Law Enforcement Committee**

October 14, 2015

Meeting Minutes

**CALL TO ORDER**

The meeting was called to order by Chair Weidner at 9:05 a.m.

**ROLL CALL**

Committee members Weidner, Sinkula, Jahnke and Benes were present. Sheriff Joski, Chief Deputy Cornelius, Lieutenant Van Erem, County Board Chair Heuer, and Administrator Feldt were also present.

**PUBLIC COMMENT** – None.

**TRAVEL/TRAINING REQUEST** – No requests.

**LAW ENFORCEMENT AGENDA** – Discussion of 2016 budget: recommendations to Finance Committee Chair Weidner opened discussion regarding the 2016 budget and the recommendation submitted by the County Administrator to eliminate 1.0 FTE Jailer-Radio Dispatcher position.

Sheriff Joski presented the department's concerns with the elimination of the Jailer-Radio Dispatcher position. Joski outlined the budget process with the County Administrator and that the Sheriff's department was tasked with a 5% reduction in its budget and it met that request while other departments were not able to do so. Sheriff Joski raised concerns regarding court security, attending the jail while simultaneously addressing emergency dispatch. Sheriff referred to letters drafted by the Judge, Family Court Commissioner, and Clerk of Courts. The letters expressed concern as to the staffing of court security during court proceedings. Sheriff Joski also referred to letters from the WI Department of Corrections expressing concern as to staffing within the jail and the continued use of a combined position of Jailer-Radio Dispatcher as an ineffective method of staffing for jail and dispatch responsibilities. Sheriff Joski continued that the elimination of the 1.0 FTE Jailer-Radio Dispatcher position does not result in savings of \$90,500. The Sheriff's department contends that little to no savings would be realized due to increased overtime in addition to staffing concerns.

Joski informed the committee the department is examining different scheduling options and is open to implementing a different schedule. Sheriff Joski urged the committee to not eliminate the position until it is determined that the changes in scheduling can address staffing needs. This would allow for flexibility needed without eliminating what may be a needed resource.

Administrator Feldt agreed with the Sheriff that some departments were unable to meet the 5% reduction request. Feldt addressed the concerns regarding court security in that alternative schedule options he presented to the department did not incorporate the court security position into the scheduling operations of the jail. The court security position was segregated and left separate as was the school liaison position. Feldt provided a general analysis of the number of hours that needed to be scheduled to address jail operations and other various needs (training, Huber, vehicle inspections, etc.). the analysis calculated the number of positions required to address those needs. Feldt then reviewed the number of positions currently assigned to the jail and that in his estimation with the elimination of the 1.0 FTE position there were sufficient positions to address the scheduling needs.

Chair Weidner asked about court security. Sheriff Joski replied that the department has been reactive not proactive regarding court security and that there are times when court proceedings are not staffed with an officer. Joski further elaborated that the department has never had a full contingent of staff since he has been Sheriff. Administrator Feldt stated that the issue comes down to a philosophical disagreement regarding scheduling. Feldt stated that he believes the department should be utilizing a schedule that requires officers to work 2080 hours annually as opposed to the current base schedule of 1946 hours. The utilization of those additional hours can help to address the elimination of the position.

Sheriff Joski reminded the committee that the department has continually worked to provide savings to the county through changing how operations are conducted. Joski asked that the committee provide him and the department the same opportunity to do it again, but provide the resources until an alternative can be implemented.

Chair Weidner asked the Jail Lieutenant his views. Lt. Van Erem stated he does not believe a schedule incorporating 2080 hours will work. He is exploring options and he has spoken to the staff and they are receptive to a different schedule.

Chief Deputy Cornelius added that the County had increased staff by 5.0 positions some years back and since that time he will have lost 3.0 of those positions if the current recommendation is approved. Sheriff Joski added it is his belief that he will be unable to meet the budget as recommended as it relates to staffing. This issue will become clearly evident in June. The Chief Deputy and Lieutenant concurred with the Sheriff's assessment from a scheduling and budget standpoint.

Administrator Feldt reiterated the issue essentially comes down to scheduling as to whether staffing and budget expectations can be met.

Additional discussion took place regarding departmental needs and wants as well as county needs and wants.

Administrator Feldt recommended that the 1.0 FTE Jailer-Radio Dispatcher position be reinserted back into the budget and the Sheriff's Department and administration work together to develop a schedule that can address staffing needs.

Benes moved, Sinkula seconded that 1.0 FTE Jailer-Radio Dispatcher position and \$90,500 be added back into the Sheriff's Department budget. In addition the position will not be filled until an agreement between the Sheriff's Department and County Administrator can be reached on scheduling of jail division staff. Motion carried.

APPROVAL OF BILLS – No bills presented for approval.

NEXT MEETING – No meeting date was scheduled.

OTHER MATTERS AS AUTHORIZED BY LAW – None.

ADJOURNMENT

Sinkula moved, Benes seconded to adjourn. Motion carried. Meeting adjourned at 10:33 a.m.

Respectfully submitted,  
Scott Feldt

## **Emergency Management Committee Minutes October 8, 2015**

The Emergency Management Committee meeting was held on October 8, 2015 , in the Integrity Meeting Room, at the Kewaunee County Courthouse.

**Call to Order:** Bob Weidner called the meeting to order at Noon.

**Members Present:** Bob Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director. Guests present were Ron Heuer, Lt. Chris VanErem, and Lee Luft.

**Travel Request:** A request was made to attend the Radiological Preparedness Program on November 4 – 6. Pat Benes made a motion to approve this request, and it was seconded by Linda Sinkula. Motion carried.

**Monthly Financial Report:** Tracy Nollenberg shared the monthly financial report with the committee. She pointed out that on the EMPG line we have only received ½ of this year's reimbursement, and some of this total is from 2014.

**2016 Budget Review:** Nollenberg pointed out the major cuts made to the EOC budget which totaled approximately \$5,000. Nollenberg noted that the Emergency Management grant depends on the proration rates through Point Beach, and some reimbursement funds may be cut due to the cuts made in our budget. There was also a large cut in the phone budget, some of which was due to the county-wide renegotiated contract with AT&T.

**Siren #17 Update:** The siren is currently being looked at, and there is a radio issue causing the problems. The Village of Luxemburg is aware of this siren currently being down.

**Point Beach HAB Exercise:** All went well with the drill/exercise as a whole. All 19 criteria were met in Kewaunee County.

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

**Other Matters as Authorized by Law:** None.

**Next Meeting:** The next meeting was scheduled for December 8, 2015 at 9:30a.m., at the Kewaunee County Emergency Management office in Luxemburg.

**Adjourned:** Linda Sinkula made the motion to adjourn the meeting. Motion seconded by Pat Benes, motion carried. Meeting adjourned at 1221 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:lmab

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## **Law Enforcement Committee Minutes October 8, 2015**

The Law Enforcement meeting was held on October 8, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

**Call to Order:** Robert Weidner called the meeting to order at 1222 hours.

**Members Present:** Robert Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director. Guests present were Ron Heuer, Lt. Chris VanErem, and Lee Luft.

**Public Comment:** No public comment.

**Travel/Training Requests:** None

### **Law Enforcement Updates:**

- a.) Status report on Communications Systems Upgrade: Sheriff Joski stated there was a paging issue approximately two weeks ago involving CSNI (Control System Network Information). It is being addressed and taken care of free of charge. The issues with Bruce Depeau's radio, is also being done. His radio was physically taken to be corrected and he has another to work with while this is being done.  
It was reported that the pagers that were "replaced" with the high density pagers are successful. Those affected have been working with Bay Electronics, and trading for these high density pagers. Sheriff Joski reports that all parties involved have been working closely to "close this out". Bay Electronics will continue to provide their services with any issues, along with EF Johnson for the state. Any issues that come up are documented within the Sheriff's Department CAD system.
- b.) Update New Hire/Eligibility Process: Lt. VanErem reported they received approximately 24 applicants for the eligibility list. Last week 8 were scheduled for testing, of which 2 did not show. Another 10 will be testing this week. It was explained the applicants must score 75% or better in this testing in order to move on to the first interview stage. Cuts are then made to the top 5 and eventually, the top 3, in which further evaluations are completed, and background checks, prior to a final list being compiled. Sheriff Joski also informed there were 13 applicants for the Sheriff's Assistant position, and he is scheduled to go through those with Scott Feldt the next day, and keep the process moving on hiring for that position.
- c.) FMLA issues/impact on Sheriff's Department: It was noted one officer currently on FMLA has requested a 30 extension. There is another officer that is out currently, scheduled to return in November. There are potentially 2 or 3 additional officers that may be out on FMLA issues in the upcoming weeks for a variety of reasons. The committee was informed Deputy Susan Steiner will be

leaving the department later in October on duty disability. Deputy Steiner's years of service were commended by Chief Deputy Cornelius, and it was noted Steiner was a National Officer of the Year in 2005, and her service to Kewaunee County will be missed.

- d.) Discussion of 2016 Budget/Recommendations to Finance: Sheriff Joski began by handing out the current 2015 budget totals through 8/31/15. Joski pointed out the sheriff's/jail budgets are tight, but we are pretty much on budget so far this year. Joski stated his concerns regarding the proposed 2016 budgets, stating he understands the 5% cuts requested, but he does not understand the position cut in the sheriff's department. Joski shared written documentation from Judge Mleziva, Court Commissioner Wolske, Clerk of Court Deterville, and Nancy T. from the Department of Corrections, sharing their concerns on this position cut. Also, included was a letter dated 4-15-99 from then jail inspector, Dawn V. regarding the jail be staffed with 2 officers to do the "jailing" and a separate officer as a 911 dispatcher, and it should not consist of a jailor/dispatcher "team". Sheriff Joski expressed the county has reaped the rewards of our department using the jailor dispatch combination for years, but in cutting a position, we are being "reckless" to our obligations of safety for our staff and for the public. Joski notes in a letter dated 12-12-02, the jail was to maintain the current staffing levels, and at this time (2015) we are down 3 positions from that level. The sheriff's department has consistently taken every possible measure to maintain the proper staffing levels mandated by the state, through multi-tasking, cross-training etc., along with cuts over the years. Joski is concerned if we make this personnel cut it puts both our department and the citizens of this county at risk. Chairman Weidner would like Administrator Feldt to be given this information presented by Sheriff Joski, and the obvious risk factors involved. On another note, it was pointed out that the "Power Map" in the dispatch center needs to be upgraded and installed. The one in dispatch has been "replaced" with the Power Map that was in the backup dispatch at the EOC center, and there is not one at the EOC at this time. The cost to upgrade/replace this vital equipment is just under \$200,000 which is for both the main dispatch center and the backup at EOC. There is a process to obtain funding we need for this, and staff is checking on available grants etc. There was discussion on some of the cuts to the "expense side" of the budget, and how it has been increasingly more difficult to find these on the expense side, and the county board needs to start looking at the "revenue side" of the budget, and a possible county sales tax be considered. It was decided to take all of the information/documentation shared today, and present Administrator Feldt with this, along with scheduling options on what schedule would be best in saving money overall. Chief Deputy will put together the different schedules for that meeting. Lee Luft encouraged the committee to share all of the factual information presented today to make our case to restore the position with Administrator Feldt. Sheriff Joski will provide Feldt will all of the documentation prior to the special meeting with him, scheduled for October 14, 2015 at 9:00 a.m.

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

**Other Matters:** No other matters presented.

**Next Meeting:** A special committee meeting with County Administrator, Scott Feldt to discuss final budget issues was set for Wednesday, October 14, 2015 at 9:00 a.m. to be held at the Administration Center.

The next meeting was scheduled for December 8, 2015 at 9:30a.m., at the Kewaunee County Emergency Management office in Luxemburg.

**Adjourn:** Motion to adjourn was made by Linda Sinkula, and seconded by Scott Jahnke. Motion carried. Meeting adjourned at 2:00 p.m.

Minutes provided by: Recording Secretary, Mary Berkovitz  
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