

KEWAUNEE COUNTY LAW ENFORCEMENT/ EMERGENCY MANAGEMENT COMMITTEE REGULAR MEETING

Date: January 12, 2016 Kewaunee County Sheriff's Dept.
620 Juneau St. Kewaunee, WI
Time: 9:30 A. M.

AGENDA ITEMS:

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. TRAVEL/TRAINING REQUEST:

Sheriff's Department:

a. Chief Deputy Cornelius (Wisconsin Police Leadership Conference)- Wisconsin Dells; February 7-10, 2016

Emergency Management:

a. Director Nollenberg (Governor's Conference on Emergency Management & Homeland Security) – Appleton March 7-10, 2016

5. AGENDA

- **Law Enforcement**

- a. Update on Staffing
- b. Update on Jail Planning
- c. Spillman Server update request. Possible approval and recommendation to Finance
- d. Share Monthly Financial Report

- **Emergency Management**

- a. Share Monthly Financial Report
- b. Discuss status of Siren #17 & Upgrade siren software

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.

KEWAUNEE COUNTY TRAVEL REQUEST FORM

DEPARTMENT SHERIFF EMPLOYEE(S) DAVID E. CORREIA

DESTINATION WPLF Mid Winter Travel Conference
KALAHANI REGION - WISCONSIN AREA

DATES OF TRAVEL FROM: FEB. 7, 2016 TO: FEB 10, 2016

OVERNIGHT? YES NO NUMBER OF NIGHTS: 3
**NOTE: TRAVEL WITHIN 50 MILES REQUIRES APPROVAL FOR OVERNIGHT STAY

PURPOSE: TRAINING ON A VARIETY OF LAW ENFORCEMENT TOPICS FOR ADMINISTRATION OF L.E.

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

NOTE: PLEASE ATTACH AGENDA OR ITINERARY

EXPENSES:	REGISTRATION/TUITION \$	<u>135.⁰⁰</u>
	LODGING \$	<u>79.⁰⁰ x 3 = 237.⁰⁰</u>
	ESTIMATED MEALS (B, L, D) \$	<u>150.⁰⁰</u>
	TRAVEL (APPROXIMATE MILES)	<u>300</u>
IS ANY PART OF TRIP REIMBURSED? YES <input type="radio"/> NO <input checked="" type="radio"/> \$ _____		
BY WHOM? _____		

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:

<u>[Signature]</u>	<u>1.5.16</u>
DEPARTMENT HEAD	DATE
COMMITTEE CHAIRMAN	DATE
COUNTY ADMINISTRATOR	DATE

KEWAUNEE COUNTY TRAVEL REQUEST FORM

Emergency Management
DEPARTMENT

Tracy Nollenberg
EMPLOYEE(S)

DESTINATION Appleton, WI

DATES OF TRAVEL

FROM: March 7 TO: March 10

OVERNIGHT? YES NO NUMBER OF NIGHTS: 3

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

PURPOSE: Governor's Conference - Plan of Work 2016 requirement (EMPG)
Training (Tornado Awareness)

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

NOTE: PLEASE ATTACH AGENDA OR ITINERARY

EXPENSES: REGISTRATION/TUITION \$ 200.00
LODGING \$ 82 x 3 = 246.00
ESTIMATED MEALS (B, L, D) \$ 135
TRAVEL (APPROXIMATE MILES) 130

IS ANY PART OF TRIP REIMBURSED? YES NO \$ _____
BY WHOM? _____

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:

Tracy L. Nollenberg
DEPARTMENT HEAD

12-18-15
DATE

COMMITTEE CHAIRMAN

DATE

COUNTY ADMINISTRATOR

DATE

2016 Governor's Conference on Emergency Management & Homeland Security - Tentative Agenda

Tuesday, March 8, 2016 - Pre-Conference Training Day

8:30 am - 12:00 pm 10:00 am - Break	Verbal Conflict Resolution -Jesus Villahermosa, Crisis Reality Training	Tornado Awareness -University of Hawaii	Crude by Rail -Ken Collins, Canadian National Railroad	Cyber Awareness for Local Agencies -Mark Wahl, Department of Administration	LEPC Training for Members -Tim Gablehouse, President - Colorado Emergency Preparedness Partnership, Inc.
12:00 pm - 1:00 pm	Lunch (on your own)				
1:00 pm - 4:30 pm 2:30 pm - Break	Verbal Conflict Resolution (Continued)	Tornado Awareness (Continued)	Crude by Rail (Continued)	Cyber Awareness for Local Agencies (Continued)	LEPC Training for Members (Continued)
3:00 pm - 5:00 pm	Governor's Conference Registration/Check-In				

Wednesday, March 9, 2016

7:00 am - 8:00 am	Governor's Conference Registration/Check-In				
8:00 am - 9:00 am	Call to Order & Welcome - Brian Satula, WEM Administrator Presentation of Colors Tribal Presentation - Oneida Nation Major General Donald Dunbar, The Adjutant General of Wisconsin Governor Scott Walker				
9:00 am - 10:00 am	Major General Dunbar & Brian Satula Presentations				
10:00 am - 10:30 am	Break with Vendors (refreshments provided)				
10:30 am - 12:00 pm	Exhibits Open	Breakout Sessions			
		Seminar	Presentation Title	Presenter(s)	Room
		A	Avian Bird Flu Response & Mitigation	Wisconsin Department of Agriculture, Trade, & Consumer Protection Panel	
		B	Flood Inundation Maps: A New Tool for Communicating Flood Risk	Roxanne Gray, WEM	
		C	2013 Colorado Floods, Boulder's Emergency Animal Air Rescues: A Military and Animal Control Collaboration	Lt. Janee Boswell, Boulder Police Department; Lt. Col. Mitch Utterback, Colorado National Guard	
		D	Cyber Awareness Update	Byron Franz, FBI	
		E	Integrating the Private Sector in Emergency Response	Edie Casella, Illinois Emergency Management	
F	Access & Functional Needs	Jeffrey Bonk, AmeriCorps, Ready Wisconsin			
12:00 pm - 1:00 pm	Lunch (provided) (12:45 Presentation of Emergency Management Certificates)				
1:00 pm - 2:30 pm	Lessons Learned from the Seattle Pacific University (SPU) Shooting Cheryl Michaels, Assistant Director of Safety and Emergency Preparedness, SPU				
2:30 pm - 3:00 pm	Break with Vendors (refreshments provided)				

Breakout Sessions			
Seminar	Presentation Title	Presenter(s)	Room
A	Water Rescue & Recovery	Bill Nichols, Detective, Woodruff Police Dept.	
B	WICAMS: Mobile Applications & Real-time Accountability	Kevin Wernet & David Klein, WEM	
C	2013 Colorado Floods, Boulder's Emergency Animal Air Rescues: A Military and Animal Control Collaboration	Lt. Janee Boswell, Boulder Police Department; Lt. Col. Mitch Utterback, Colorado National Guard	
D	Cyber Awareness Update	Byron Franz, FBI	
E	Integrating the Private Sector in Emergency Response	Edie Casella, Illinois Emergency Management	
F	National Weather Service: New Information You Can Use	Regional Office Staff, National Weather Service	

3:00 pm - 4:30 pm

4:30 pm - 5:30 pm

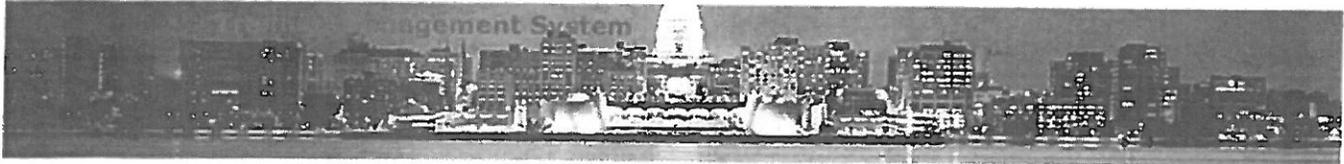
Visit Vendors

Thursday, March 10, 2016

7:30 am - 8:00 am	Registration
8:00 am - 8:45 am	Welcome - Brian Satula, WEM Administrator Fallen Heroes Memorial Video Remarks - Andrew Velasquez III, FEMA Region V Administrator
8:45 am - 10:00 am	Crisis Management and Communication Deborah Hersman, Executive Director, National Safety Council
10:00 am - 10:30 am	Break with Vendors
10:30 am - 12:00 pm	Lac-Mégantic, Canada Crude Oil Train Derailment Chief Tim Pellerin, Rangeley, Maine Fire Department
12:00 pm - 12:15 pm	Closing Remarks

Dated: November 20, 2015





Event Details

Event Details

[Click here to log in and register.](#)

Event Name: 2016 Annual Wisconsin Governor's Conference on Emergency Management & Homeland Security
Date: 03/09/2016 - 03/10/2016
Location: Radisson Paper Valley Hotel
333 W. College Avenue
Appleton, WI 54911

Event

Description:

This is the 49th Annual Wisconsin Governor's Conference on Emergency Management & Homeland Security. This year's keynote presenters are Cheryl Michaels, presenting on Lessons Learned at the Seattle Pacific University Shooting; Deborah Hersman, Executive Director of the National Safety Council, presenting on Crisis Communication Management and Tim Pellerin, Chief of the Rangeley Maine Fire Department presenting on the Lac-Mégantic Train Derailment. A few breakout sessions offered will include: Water Rescue and Recovery, the Avian Flu Response, Integrating the Private Sector In Emergency Management and Animal Rescue Efforts in Boulder Colorado In 2013.

The complete agenda is posted at: [2016 Governor's Conference on Emergency Management & Homeland Security – Tentative Agenda](#)

REGISTRATION:

Please review the information on this page before beginning your registration. To register please click on the "Add" button to the right.

PAYMENT:

The early registration fee for 2016 conference is \$200.00 if payment is received or postmarked by February 5, 2016. If you register or pay after February 5, 2016, the registration fee is \$250.00. If you did not pay for your registration by credit card online, you must submit a check made payable to: Wisconsin Emergency Management and note the attendee names on the check.

Please mail the check to:

Wisconsin Emergency Management
Attn: David McLean
2400 Wright St.
P.O. Box 7865
Madison, WI 53707-7865

If you have questions regarding payment please contact David McLean at (608) 242-3237 or david.mclean@wisconsin.gov.

CANCELLATIONS:

If you cancel your registration by Monday, February 15, 2016 at 4:00 pm, you will receive a full refund of the registration fee. If you cancel your registration between Tuesday, February 16, 2016 and Friday, February 26, 2016 you will receive a 50% refund of the registration fee.

Cancellations received Saturday February 27, 2016 and later, will be ineligible for a refund. You may send an alternate in your place. Cancellations and substitutions must be made in writing by contacting Jennifer Laack, Jennifer.laack@wisconsin.gov or Gary Wieczorek, gary.wieczorek@wisconsin.gov. If you do not receive an e-mail confirmation, then your registration is not cancelled.

This cancellation policy applies to the registration fee only. Lodging changes at the Radisson Paper Valley are handled directly by the hotel. The Radisson Paper Valley requires cancellations are received at least 48 hours prior to the arrival date to receive a refund. You must contact the Radisson Paper Valley regarding lodging changes at (920) 733-8000.

LODGING:

Hotel reservations can be made directly with the Radisson Paper Valley. Lodging is available for the State Rate of \$82 for reservations made prior to Friday, February 12, 2016. To make reservations at the Radisson Paper Valley Hotel, Appleton, Wisconsin, please contact them directly: at (920) 733-8000. *Be sure to mention you are part of the Governor's Conference on Emergency Management.* You may also make lodging reservations online: <http://www.radisson.com/govern>. Check in is available at 3:00 pm and check out is at 11:00 am. Please be sure to bring your tax exempt certificate and present upon check in to have taxes waived.

PARKING:

Parking is available in the ramp across the street (Superior Street) from the hotel (connected by a skywalk). This ramp is operated by the City of Appleton and currently the parking rate is \$2.00 upon exit. Since this lot is owned by the City of Appleton, parking rates could change prior to the conference. Parking is available on a first come first served basis.

SHARING ATTENDEE INFORMATION:

The exhibitors for the Governor's Conference provide significant financial support to help keep registration fees reasonable while providing quality presenters. Therefore attendee names, company name and e-mail will be shared with the vendors. If you do not wish to have your information shared, please contact Jennifer Laack at Jennifer.laack@wisconsin.gov to have your name removed from the list. Thank you for understanding and appreciation of their support".

PRE-CONFERENCE TRAINING:

The pre-conference training will be held on Tuesday, March 8, 2016 at the Radisson Paper Valley (Conference Hotel). Five classes will be available: Verbal Conflict Resolution, Tornado Awareness, Crude by Rail, Cyber Awareness, LEPC Training. You must register separately to attend these classes and lunch is not provided. Lodging for the pre-conference training (Tuesday night) will be paid for by WEM if you are representing a local jurisdictions, tribe, or volunteer group active in disaster response. To qualify for paid lodging, you must live more than 50 miles from the Radisson Paper Valley Hotel in Appleton, be registered and approved to attend the pre-conference training, and attend the Governor's Conference.

NOTE: Pre-conference training programs will be posted on the Wisconsin Emergency Management training website by the first part of January.

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-or-

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KEWAUNEE COUNTY SHERIFF'S DEPARTMENT

620 Juneau Street
Kewaunee, Wisconsin 54216
Telephone: 920-388-3100
Fax: 920-388-3998

MATTHEW J. JOSKI
SHERIFF

Spillman Server Upgrade December 2015

The Kewaunee County Sheriff's Department uses the Spillman Records Management System for daily computer entries including records management, jail processing, photos, civil processing, citations, accident reports, name and vehicle information and many other functions. The department depends on these records daily and is critical in the day to day operations. The information generated is used by everyone in the department, as well as, outside agencies and departments and it is necessary for everything from solving crimes to providing emergency response services to the public.

As with any computer, as time goes by and technology advances, this single server deteriorates, performance decreases and being that it is on 24 hours per day, 7 days a week, the chances of it failing increase. Reviewing the records I have available, purchase of our current server was proposed in September 2010 and was believed to be installed at some point in 2011. The database is backed up daily, but still in the event of a system crash, it may take an indeterminate amount of time and money to get back up and running.

Spillman provides us with free upgrades to its system and the current upgrade is pending. Despite receiving free upgrades it is our responsibility to provide the hardware necessary to support the upgrade and be compatible with the new version of software. We are currently utilizing the operating system, Unix, which Spillman will no longer support at some point in 2017. We would then need to purchase a new server to support the new operating system, Linux. The most pressing issue with our current server is that it will be approaching 5 years old, sometime in 2016. It is recommended that servers are replaced every 5-6 years to avoid a computer crash. Spillman is currently booked out until August 2016 for server replacement and data migration service, due to the outdating of the Unix operating system and other agencies already scheduled for updating to Linux. This could cause a significant issue with system maintenance should our current server go down at some point.

The purchase of a new server is quite expensive, but to have the system fail during the year could be quite devastating since it is heavily depended upon. Even then, it would have to be fixed or replaced and depending on the extent of the repair, someone from Spillman may have to fly out here from Utah to reinstall.

Working with Kewaunee County IT Specialist, Ross Loining, Spillman and CDW-G, a private sector vendor, I believe, the Kewaunee County Sheriff's Department has coordinated the most cost effective resolution:

Server and Linux OS (CDW-G and Red Hat Services)	\$11,185.59
Data Migration (Spillman)	<u>\$22,750.00</u>
Total	\$33,935.59

Through the hard work of Ross Loining and administrative staff of the Kewaunee County Sheriff's Department we were able to create a savings of approximately \$12,377.41 from the original quote for Spillman to provide all hardware and technical support.

I would like to stress that this is not just any ordinary computer, but the backbone of the Sheriff's Department and the information that is accessed and entered daily is crucial in our operation. We cannot afford to have it go down. And again, it may last another year but we would have to upgrade our server to maintain our current services and functionality for daily operations and public safety.

Thank you

Lt. Christopher A. VanErem
December 2015