

Law Enforcement/ Emergency Management Committee Minutes January 12, 2016

The Law Enforcement Committee meeting was held on January 12, 2016 in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Bob Weidner called the meeting to order at 9:33 a.m. Bob noted to the committee members the "merged" agenda for the committee meetings, which will be used from today forward.

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

Public Comment: No public present.

Travel/Training Request:

The Sheriff's Department requested Chief Deputy Cornelius to attend the Wisconsin Police Leadership Conference to be held in Wisconsin Dells, February 7-10, 2016. Motion to approve this request was made by Linda Sinkula, seconded by Scott Jahnke. Motion carried.

Emergency Management requested Director Nollenberg's attendance at the Governor's Conference on Emergency Management & Homeland Security in Appleton, WI on March 7-10, 2016. Motion to approve this travel request was made by Pat Benes, seconded by Linda Sinkula. Motion carried.

Agenda:

Law Enforcement:

- a) Update on Staffing: Sheriff Joski shared the following position changes/hires. Lt. Jason Veese is replacing retired Lt. Chris Gulbrand. Eric Zellner was hired as Investigator to replace Veese. Deputy John Mleziva was hired for the vacant Jail Sgt., and Sgt. Tyler Tuttle remained as the other Jail Sgt. Deputy Jordan Salentine will be transferring to Patrol to fill Inv. Zellner's position. Deputy Nia Bongle has been hired to replace Deputy Paula Ebert who resigned, and the part-time liaison position Bongle held will be posted and filled shortly. Two new dispatcher/jailers were hired, Kim Pribyl and Beau Berger, and are beginning their training. The recently hired sheriff's assistant Mary Rasmussen has resigned, and we will be re-posting for that position. A brief discussion took place on the sheriff's assistant position about some of the parting remarks made by Ms. Rasmussen in regards to this position not working out for her. Benes also asked about the future of the IT person for the sheriff's department, and discussion followed about that.

- b) Update on Jail Planning: Sheriff Joski reports the letter of intent was submitted, and we have been accepted by the National Institute of Corrections. There was some hold-up on funding, which once passed, should get everything going again. This entire process will take time, and will probably take up to 5 years to determine the optimal building at the minimal cost for our county. Board Chairman Heuer did ask about the "history" of our inmate population. It was reported it is up approximately 65% since 2002-2003, and only expected to rise. It is projected by 2020 the average will be 55-60 inmates, which is on the conservative side.
- c) Spillman Server Update/Request: Lt. Chris VanErem explained the reason for the Spillman Server Upgrade, and informed the committee of how this was presented last month, and the quote given by Spillman to do the entire project was approximately \$46,000. Over the last month, IT Specialist Ross Loining, Spillman, CDW-G which is a private sector vendor, and the Sheriff's Department have coordinated a cost effective resolution to upgrading the Spillman server, which saves approximately \$12,377 from the original quote, and we were able to get the total down to \$33,935.59. It was stressed this server is "the backbone of the sheriff's department and the information that is accessed and entered daily is crucial in our operation". It is necessary to upgrade the server in order to maintain our current services. Sheriff Joski stated there is "surplus" available in our 2015 budget to fund some of this expense. Pat Benes made the motion to take the Spillman proposal to upgrade the server for the new quote of \$33,935 to Finance for approval. Seconded by Scott Jahnke. Motion carried.
- d) Financial Report: Sheriff Joski handed out a monthly finance report, prepared by Finance Director, Paul Kunesh, through the end of November. Joski pointed out overages which were compensated with budget transfers. Joski pointed out there was a microwave dish on a radio tower in West Kewaunee which "shifted" in the recent snow storm, which caused an "outage" and affected Algoma. The problem was found and fixed, but Joski was advised by the technicians there should be some surplus of parts etc. for quick switch-outs in these types of situations. It was fortunate the technicians had the part available to fix this at this time, but it could have taken weeks, if the part would have had to be ordered. Joski expressed the concern that the extra monies that were left in the radio budget were "wiped out" and put in the capital improvement fund to pay a fairgrounds debt, and this is money that could be used in these types of radio emergencies.

Emergency Management:

- a) Financial Report: Director Nollenberg shared the monthly financial report prepared by Finance Director Paul Kunesh, which is through the end of November. Nollenberg stated their spending for 2015 is on schedule. The travel and training was over, and she will be requesting a budget transfer for this overage. The overage is due to new personnel in the EOC. Nollenberg also noted they spent \$556.00 in the mobile command post, and approximately

\$1,400.00 remains and that will be used for future repairs to the mobile command post.

- b) Siren #17 Status: Nollenberg has had communication with Jason B. at Bay Electronics in regards to Siren #17 (located near the Village Hall). Chief Massart was informed the radio LPD cannot be programmed with this tower/siren, because of the brand/type of radio. Chief Massart has been given copies of the communications. The other siren (near Simonar's) has also been having some issues. It recently had no coverage, and then began "communicating" again. It is being monitored. Nollenberg stated the memo of understanding has been completed between Emergency Management and Bay Electronics. It was stated the Village of Luxemburg has been encouraging citizens in the areas to sign up for Code Red, in case of emergencies, they will at minimum have that notification. Nollenberg stated the upgrading of the siren software is being done, and once completed, training will take place. They will continue to "work out the bugs" in this process. Nollenberg shared an email she receives on any terrorism alerts that go out, and any status changes involving these alerts. Chief Deputy Cornelius stated the sheriff's department also receives these emails

Approval of Bills: Pat Benes made the motion to approve the payment of bills for both Law Enforcement and Emergency Management, seconded by Linda Sinkula. Motion carried.

Next Meeting: The next meeting was scheduled for February 9, 2016 at the Kewaunee County Sheriff's Department, Integrity meeting room at Noon.

Other Matters as Authorized by Law: No other matters were discussed.

Adjourned: Linda Sinkula made the motion to adjourn the meeting. Motion seconded by Scott Jahnke, motion carried. Meeting adjourned at 1035 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

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