

**Law Enforcement/ Emergency Management Committee Minutes
May 10, 2016**

The Law Enforcement Committee meeting was held on May 10, 2016 in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Linda Sinkula called the meeting to order at 10:00 .m.

Members Present: Linda Sinkula, Chairperson, Pat Benes, Scott Jahnke, Chris Rasmussen, Sheriff Matt Joski, and EM Director, Tracy Nollenberg, Chief Deputy David Cornelius, Lt. VanErem joined the meeting briefly.

Public Comment: No public comment.

Travel/Training Request:

The Sheriff's Department requested Sgt. Tuttle attend the SIMCOM-Mobile Communications Exercise to be held at the Clark County Fairgrounds in Neilsville, WI on May 17-19, 2016. Motion was made by Pat Benes to approve this training, and seconded by Chris Rasmussen. Motion carried.

Also, Lt. Chris VanErem has applied and enrolled in a Mental Health in the Jail, NIC Training, which he is waiting on acceptance to the class/training. Sue and Joanne from KCHS have also applied. This is completely funded if accepted to the programs. If accepted, it will be put to the County Administrator at that time.

Emergency Management: No requests.

Agenda:

Law Enforcement:

- a) Update on Staffing: Deputy Beau Berger and Deputy Kim Pribyl will both be completed with their training in early June, which will put them on the regular schedule in the jail. The jail has been working at 3 positions down since the end of the year, so this will help once these two are in the regular rotation, however, the department just received a letter of resignation from Deputy Beilke which is effective 05/21/16. Deputy Salentine has already left the jail, and is doing his FTO on patrol. We currently only have one person on our eligibility list, and will be contacting that person if they are still interested in a position in the jail. It has been a "revolving door" trying to get the jail staff up to capacity. The department may have to advertise again soon for the eligibility list.
- b) Radio System Update: There was additional "tweaking" done, and one deputy was having issues with his mobile unit, which was due to some "grounding" issues, where technicians had to make it metal on metal, and that deputy has had no issues since.

Casco Fire has had some minor issues, and it was found to be related to their repeater programming, and it is being fixed. There are still issues in the Dykesville area, some of the problems were because transmissions are going to a Bonduel tower, which is not in our talk groups. It is a daily process, and all issues are documented. There has been no update on the warranty extension request.

- c) Update on Justice & Jail System Analysis program: Sheriff Joski stated he had emailed copies of the recent analysis, explaining this is "step 1" in this process. He asked committee members to review it and we can discuss any questions in the future. Sheriff Joski plans on making copies of this to distribute to all County Board members to keep everyone aware of this process. Joski stated there are a lot of resources to draw from this analysis, to look at various "systems" before even thinking about a new building, such as mental health, justice, etc.
- d) Jail Population Census: Sheriff Joski handed out a report showing the jail census numbers for the year 2015, and also for January 1, 2016 to present. The Kewaunee County Jail's maximum capacity is 22 inmates, and in 2015 the average per day was 33.2 inmates (which includes those on monitoring and being housed in Door County). The 2016 year to date average is at 35.15. A discussion about various fees paid by inmates, the cost per day for an inmate, and the costs per day to house inmates in other counties, took place. Lt. VanErem answered questions for committee members regarding these fees. Huber costs were also discussed. It was asked if Huber inmates were "checked on", and it was explained that since the actual "Huber Officer" position was eliminated a few years ago, there is not sufficient staff numbers to constantly check these inmates. It is cheaper for the jail to have inmates on Huber. Huber inmates pay \$15/day along with additional fees such as laundry for example. Door County charges Kewaunee County \$55/day per inmate. Door County has been very selective on whom (inmates) they will accept. Brown County has been averaging about 50 over their limit, and been asking for available beds from us. We are fortunate to have a Registered Nurse contracted, which saves us approximately \$4,000 per year versus some of the contracted nursing services available to jails in the state. These population totals do not include any juveniles we may have incarcerated. Kewaunee County does not hold any juveniles, and they are sent to either Brown County or Sheboygan County to their juvenile holding facilities, depending on the situation. Brown County charges \$140 per day for Juveniles, and Sheboygan is around \$93. Discussion on the increase in the inmate population took place, along with some of the "risk specific" courts that have been emerging around the state, such as veteran's court, drug courts, and alcohol courts.
- e) Review of 2016 budget status: Sheriff Joski shared budget printouts for year end 2015, along with to date for 2016. Joski pointed out that on the sheriff's side of the 2015 budget we came out \$10,000 to the good, and on the jail side \$about \$13,000 to the good. This was all after the auditor reviewed it. These funds are rolled into the general fund. The 2016 budget thus far is "on track",

however, with the budget for overtime in 2016 at \$10,000, we are already at 111% in the overtime line, which is due to being down the 3 positions. The overtime budget was discussed, along with the protective status change a couple years ago, and its affect on these overtime amounts. It was stated these numbers should be re-evaluated and possibly look at reclassifying the officers back to protective status to eliminate the overtime costs it has caused.

Emergency Management:

- a) Director Nollenberg shared the monthly financial report, showing the year-end figures. Nollenberg states the department is within 20% to 25% of their budget thus far. She noted a overage in the car/truck maintenance was due to some large maintenance bills, but she will not do a line transfer until the end of the year, as there will be additional routine maintenance in 2016. The department audit is scheduled for May 23rd.
- b) The HMEP (Hazard Mitigation Emergency Preparedness) Grant was accepted by the state. Letters were sent to the County Administrator for approval of this grant. Finance Director Paul Kunesh has put the budget amendment together on where these grant funds will be used, and Corporation Counsel has done the resolution for it. Nollenberg needs the approval of the Emergency Management committee to accept the grant. Pat Benes made the motion to accept this grant, and Scott Jahnke seconded the motion. Motion carried.
- c) Director Nollenberg announced Emergency Management will be sponsoring National Incident Management System (NIMS) training, with morning and afternoon sessions on June 9, and an evening session on June 14. This training is being offered to remain compliant with NIMS. An email will be forwarded County-wide with class information.
- d) Nollenberg reports the NREP Conference she attended in South Carolina was very informative, and she brought back a lot from it.

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

Next Meeting: The meeting for June was set for Wednesday, June 15, 2016 at 9:30 a.m. to be held at the E.O.C office in Luxemburg.

Other Matters as Authorized by Law:

A listing of the committee rules and duties for the law enforcement and emergency management committee was shared. In reviewing and discussing the list, Director Nollenberg suggested changing the wording on numbers 7, 8, and 9, from "review" and "develop" to something like "oversee". Chairperson Sinkula will share this with County Board Chairman, Bob Weidner, who had asked the committee to review this.

Sheriff Joski shared that the Kewaunee County Sheriff's Department was chosen as one of 15 departments from across the United States by the Department of Justice to be part of a "pilot" group in the President's Task Force in 21st Century Policing. Sheriff Joski, Chief Deputy Cornelius and County Administrator Scott Feldt were invited and will be traveling to Washington D.C. to kick off this task force later this month.

Members of the committee then were given a tour of the Kewaunee County Jail by Sheriff Joski.

Adjourned: Chris Rasmussen made the motion to adjourn the meeting. Motion seconded by Pat Benes, motion carried. Meeting adjourned at 11:48 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:mab