



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
AGENDA

Date: Thursday, September 15, 2016 / Time: 12:00 Noon / Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

1. Call to Order
2. Roll Call
3. Approve September 15, 2016 Personnel Committee Meeting Agenda
4. Approve August 11, 2016 Meeting Minutes
5. Update on County Tourism Website
6. Reclassification Request
7. Approval to Fill Transportation Coordinator Position
8. Discuss Codification of County Ordinances
9. Review of HIPAA Policy
10. Review of Drug Endangered Children Protocol
11. Update on Project Phoenix
12. Discussion of Committee Rules and Duties
13. Review Pay Plan Proposal
14. Discuss Donation of Items to County 1) Hinesh Tractors 2) painting
15. Other Matters Authorized by Law
16. Public Comment
17. Next Meeting
18. 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 Administrator's 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 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
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
Meeting Minutes

Date: Thursday, August 11, 2016 / Time: 12:00 Noon / Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 12:02 p.m. by Bob Weidner.

Roll Call: Members present were Larry Kirchman, Gary Paape, Tom Romdenne, Kaye Shillin, Linda Sinkula, Bob Weidner. Scott Jahnke, John Mastalir, John Pagel were excused.
Others present: Scott Feldt

Approve August 11, 2016 Personnel Committee Meeting Agenda and Approve July 14, 2016 Meeting Minutes: Motion by Linda Sinkula, second by Gary Paape to approve the August 11, 2016 agenda and to approve the July 14, 2016 meeting minutes. Motion carried.

Personnel Report : Scott Feldt distributed and presented a Personnel Report.

Discussion: Oversight Committee Rules & Duties: The committee discussed the status of the updates to their committee rules and duties documents. The committee reviewed and discussed the Personnel Committee rules and duties document.

Approval: Recruitment of Community Mental Health Specialist – Human Services:
Scott Feldt indicated that Denise Harmann has submitted her retirement and he is requested to fill the position. Motion by Tom Romdenne, second by Kaye Shillin to authorize the County Administrator to fill the Community Mental Health Specialist position. Motion carried.

Update: Health Insurance: The committee agreed that the committee members attended the Finance Committee meeting yesterday and at that time received the health insurance update. No discussion.

Other Matters Authorized by Law: Scott Feldt informed the committee that an artist is wondering if their painting could be displayed in a county building.

The committee discussed welcome signs for Kewaunee County and requested to view the mock signs.

The committee discussed UWEX agent contracts and who in the county should sign the contracts. Scott Feldt indicated he is wanting clarification regarding the contracts. Discussion continued regarding a needs assessment/plan of work.

The committee discussed emergency water protocol and what needs to be considered during this review.

Public Comment: None

Next Meeting: September 15, 12:00 noon / October 12, 12:00 noon

Adjournment: Motion by Larry Kirchman, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 1:34 p.m.

Submitted by:
Peggy Jeanquart, Recording Secretary

Peggy Jeanquart

CORPORATION COUNSEL

KEWAUNEE COUNTY

JEFFREY R. WISNICKY

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613 Dodge Street
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7 September 2016

PAL Committee
C/O Scott Feldt, Administrator
810 Lincoln Street
Kewaunee, WI 54216

RE: Codification of Ordinances

Distinguished Board Supervisors:

I have been working for some time to compile the Kewaunee County Ordinances into one uniform document. The complete code of Kewaunee County Ordinances is available for review at the County Clerk's office.

This compilation of ordinances did not change any substantive Kewaunee County Ordinance, but simply reformatted the existing ordinances to bring uniformity across the many ordinances.

The codification of ordinances is governed by Wis. Stat. §66.0103 which requires that a copy of the code be available for inspection at least 2 weeks before it is enacted. According to our local rules, ordinances are read at one meeting and acted upon at the next regular meeting of the County Board. It is my recommendation that the first reading of the Code of Ordinances occur in October with final approval in November.

Respectfully submitted,

Jeffrey R. Wisnicky
Corporation Counsel

HIPAA

Policy Review & Update

Risk Analysis



1 July 2016

RE: Update of HIPAA Policies

Kewaunee County developed policies and procedures to meet the privacy requirements of the Health Insurance Portability and Accountability Act (HIPAA) in 2003. In 2005, Kewaunee County developed policies and procedures to meet the security requirements of HIPAA. Kewaunee County undertook this HIPAA update and review to address the significant changes to our facilities, workforce and legal requirements since 2005.

Highlights to Policy Review and Update:

- Complete revamping of Kewaunee County's HIPAA Security Policy.
- Updated Notice of Privacy Practices.
- Updated policies to current regulations (e.g. breach notification, business associate agreements).
- Privacy Officer (County Administrator)
- Security Officer (IT Director)

Risk Analysis:

As part of the HIPAA review and update process, the HIPAA review group conducted a risk analysis of our administrative, physical and technical systems. The purpose of a risk analysis is to determine whether Kewaunee County has implemented and maintains reasonable and appropriate security controls with respect to protecting the confidentiality, integrity and availability of private health information and particularly electronic private health information.

The HIPAA review group conducted a meaningful exploration into Kewaunee County's administrative, technical and physical safeguards. The group critically examined Kewaunee County operations, identified areas in need of security improvements, and tailored policies to address vulnerabilities.

The process to maintain HIPAA compliance is always ongoing. In the near term, there will be training for staff on the updated policies. To address the requirements of HIPAA more proactively as we move forward we have built a biennial review process into the

policies. Kewaunee County will be conducting risk analysis on a biennial basis or sooner should circumstances warrant.

Please feel free to contact my office should you have any questions about Kewaunee County's HIPAA policies or the risk analysis.

Respectfully submitted,

Jeffrey R. Wisnicky, Corporation Counsel
Jack Schad, Director Human Services
Cindy Kinnard, Director of Public Health
Ross Loining, IT Director

CORPORATION COUNSEL

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7 September 2016

PAL Committee
C/O Scott Feldt, Administrator
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RE: Drug Endangered Children Program

Distinguished Board Supervisors:

The Department of Human Services and the Sheriff's Department spearheaded an effort to create a Drug Endangered Children ("DEC") Program here in Kewaunee County. A DEC program is a multi-disciplinary team commonly comprised of members from law enforcement, human services, prosecutors, the medical community, the health department, and probation and parole. Other participants may include schools, treatment centers, non-profit groups, faith-based organizations, and community members. Through the DEC program, organizations within a community work together to enhance their response to the immediate needs of drug-endangered children and to gather adequate evidence to substantiate prosecution of appropriate endangerment and other charges. DEC programs are specifically tailored to the needs of the local community.

I have enclosed a copy of Kewaunee County's DEC protocol. This protocol was developed with the input of all the listed stakeholders. It is respectfully requested that the Board formally ratify the Kewaunee County Drug Endangered Children Program.

Respectfully submitted,

Jeffrey R. Wisnicky
Corporation Counsel

Memorandum of Understanding and Protocol For Drug Endangered/Endangered Children

The following Memorandum of Understanding (MOU) between the listed parties is being executed to create an understanding of responsibility for the effective application of the Drug Endangered/Endangered Children (DEC) Protocol. The parties listed agree to fulfill their role and perform duties assigned to them as explained in the attached protocol.

The term of this MOU and Protocol is ongoing with annual reviews.

There will be a semiannual meeting for the members involved. The meetings will be in fall to prepare for the school year and in the spring to debrief on how the program is working and how it can be improved.

DRUG ENDANGERED/ENDANGERED CHILD DEFINITION

- ***Any child, born or unborn, at risk of neglect, sexual abuse, physical abuse, emotional abuse, or mental harm by the parent's or caregiver's behavior, use, distribution, transfer or manufacture of any controlled substance or the parent's or caregiver's failure to protect the child from the exposure to the use, distribution, transfer or manufacture of any controlled substance.***

MISSION

The purpose of the DEC Team is to collaboratively intervene on behalf of children who have been exposed to drug-endangered environments or are unsafe in their environments. DEC team members will cooperate with each other so that parents/caretakers are vigorously and effectively prosecuted for child endangerment/abuse/neglect in addition to charges resulting from their illegal activities.

We will be diligent in the protection of these children and will coordinate with the necessary treatment and after-care providers for all family members so they all have an opportunity to live a safe and abuse-free life.

INTRODUCTION

This protocol details the collaboration between: ***Kewaunee County Human Services, Kewaunee County Public Health, Kewaunee County Sheriff's Office, Kewaunee County District Attorney's Office, City of Algoma Police Department, City of Kewaunee Police***

Department, Village of Luxemburg Police Department, Circuit Court of Kewaunee County, Wisconsin Department of Corrections Division of Community Corrections

The continuing concern of abuse and neglect has forced us to respond more effectively and improve our response in harmful environments. We have pooled our expertise to become a collaborative effort, better educate ourselves, and are determined to utilize all possible options to protect children from future harm of unsafe environments.

The foundation of our focus is to protect children living in abusive or dangerous environments and to recognize that abusing drugs in the presence of children is child abuse/neglect. Exposing children to surroundings where drugs are used or sold is also an abusive and hazardous environment; and lack of attention and supervision where caretakers are under the impairment of drugs is neglect. These are all examples of child endangerment/abuse/neglect. We will investigate and prosecute to our fullest extent possible in cases where neglect/endangerment is evident.

We understand that other incidents where children are affected by their parents conduct affect their children in many ways. If we can intervene and assist children in dealing with their situations, we will be helping them cope with their situations. If we wait too long to assist these children we are not doing the best job we can.

Our primary goals are: to minimize the re-victimization of drug-exposed and endangered children; to improve their health and safety by providing treatment and appropriate services to the family; and to develop a multi-disciplinary team maximizing our ability to respond to this devastating problem.

POLICY STATEMENT

The Kewaunee County DEC Team acknowledges that drug endangered/ endangered environments constitute an environmental and human health hazard. To safely address the negative impact on environment, human health, and welfare the members of the Kewaunee County DEC Team shall adhere to the following standard operating procedure:

- Using a multi-agency, multi-disciplinary approach
- maximizing the collaboration between agencies
- quickly and thoroughly evaluating the needs of the endangered children
- providing access to treatment for the physical and psychosocial needs of the child
- filing charges of child endangerment/neglect in addition to drug charges whenever possible
- educating the community regarding the negative impact of drugs and the harmful effects of traumatic environments on children
- providing a safe, secure environment for the child to reside

DEC TEAM ORGANIZATION

The comprehensive multi-agency response to an incident of DEC may consist of the following members:

- Kewaunee County Department of Human Services Child Protective Services
- Kewaunee County Public Health
- District Attorney's Office
- Department of Corrections
- Kewaunee County Sheriff's Department
- City of Algoma Police Department
- City of Kewaunee Police Department
- Village of Luxemburg Police Department
- Kewaunee School District
- Algoma School District
- Luxemburg – Casco School District

DEC TEAM RESPONSE

- A DEC Team is formed whenever assistance is required by *Kewaunee County Human Services, Kewaunee County Public Health, Kewaunee County District Attorney's Office, Kewaunee County Sheriff's Department, City of Algoma Police Department, City of Kewaunee Police Department, Village of Luxemburg Police Department, Circuit Court of Kewaunee County, Wisconsin Department of Corrections Division of Community Corrections, Kewaunee School District, Algoma School District, Luxemburg Casco School District* as they anticipate, have knowledge of, or discover that a child is present in a drug endangered or endangered environment.
- The DEC Team Leader will contact the appropriate representatives or their designated back-ups at the earliest point possible. Some incidents may not require participation from all team members.
- If possible a meeting will be scheduled and information will be shared, tasks assigned (records search, locate potential placement, assign social worker) and a tentative timeline for future events will be set. If immediate intervention is necessary, information will be shared in the most expedient manner, most typically by telephone.
- Be mindful of the need for cooperation and collaboration in an effort to minimize the number of interviews and to fully share as much information with other team members as possible.

LAW ENFORCEMENT PROCEDURES

**Kewaunee County Sheriff's Department
Algoma Police Department
Kewaunee Police Department
Luxemburg Police Department**

It is the responsibility of law enforcement to:

- Gain lawful access to the drug-endangered/endangered environments, including obtaining a search warrant if necessary. Documented consent should be obtained even if access is voluntary.
- Investigate the drug-related issue and gather evidence for any potential child abuse/neglect concern.
- Take evidentiary pictures at the drug-abusing or endangered environment. Pictures should focus on the impact of the drug-endangering/endangered environment relative to the child. A medical exam can also be requested if there are no urgent/emergent concerns and there is suspicion of neglect/abuse.
- Be mindful of the need for cooperation and collaboration in an effort to minimize the number of interviews and to fully share as much information with other team members as possible.
- Detail both drug and child endangerment evidence in written reports. The reports are used by the District Attorney to determine filing child endangerment charges, drug charges, as well as juvenile court action.
- Identify children as a DEC case and as a victim in written report.

Identify Cases that children could benefit from intervention.

- One or both parents are arrested when a child is present.
- Children are present during a search warrant.
- Children reside where a search warrant is executed.
- An officer is aware that a child may be affected by family members' interaction with law enforcement.
- A child witnessed a traumatic event (i.e. physical assault, sexual assault, etc)
- Child or their immediate family is a victim of a violent crime.
- A child is involved in a serious incident that has the potential to traumatize them.

After investigating an incident involving an abused or neglected child

- Inform the Kewaunee County Human Services Department and forward all future reports to them.
- Notify either
 - Chief of Police
 - Operations Lieutenant
 - Chief Deputy

- The Chief of Police, Operations Lieutenant or Chief Deputy will notify the child's school or other appropriate agency/agencies so that the child can be offered assistance with dealing with issues that might be troubling him/her.
 - A Handle with care notice can be filled out to document what parties were notified and what information was released to them. (see attached Handle with Care Notice)

PROBATION/PAROLE PROCEDURES
Kewaunee County Probation and Parole

The Department of Corrections agrees to work collaboratively with all entities involved with the Drug Endangered/Endangered Children program. This will include, but is not limited to providing information, (subject to rules, policies and laws of confidentiality), monitoring offenders homes per standards of supervision, attending court hearings as necessary and providing ongoing supervision to all Department of Corrections offenders involved.

Supervision of an offender will include:

- Alcohol and drug testing per DOC policies and procedures
- Referrals to appropriate resources and follow through with compliance
- Completing offender contacts in the probation office, offender home, work or school as per DOC policy
- Maintaining collateral contacts, including members of the DEC team
- Expectations that offender will comply with CHIPS orders
- Conducting Probation Review Hearings as deemed necessary by the agent/Court/prosecutor
- Be based on Evidenced Based Practices

The Probation/Parole office in Kewaunee County agrees to:

- Establish a contact person to communicate directly with the DEC Team regarding suspected endangerment of a child
- Remain knowledgeable about indicators of possible drug endangered/endangered environments
- Remain knowledgeable of warning signs associated with drug endangered/endangered children
- Report all suspected abuse or neglect issues immediately to authorities (police/human services)
- Cooperate with procedures established by the DEC Team within the guidelines of DOC policies/procedures

PUBLIC HEALTH PROCEDURES
Kewaunee County Public Health Department

It is the responsibility of the Kewaunee County Public Health Department to:

- Establish a contact person to communicate directly with the DEC Team Leader regarding suspected endangerment of a child. Contacts will be: Cindy Kinnard, RN at 388-7175 or 255-7748, or Cynthia Farrell, RN at 388-7161.
- Work with other DEC team members to provide public awareness related to drug use and abuse in Kewaunee County.
- Be knowledgeable of indicators of a possible drug endangered/endangered environment. Know what to look for when conducting home visits with children and families.
- Be knowledgeable of warning signs associated with drug endangered/endangered children.
- Accept referrals from any DEC team member regarding any pregnancy concerns and/or child development concerns for further evaluation, education, and general supportive services.

Report immediately to the Kewaunee County Human Service Department or law enforcement, if at any time during the course of their professional duties, it is believed that a child is at risk of abuse or neglect related to the DEC criteria.

DHS PROCEDURES

Kewaunee County Child Protective Services

The primary purpose of Child Protective Services (CPS) within the DEC structure is to protect children and facilitate their placement and safety. CPS must also collaborate with and assist law enforcement in evidence collection and sharing of information as well as be available to present evidence in Juvenile Court as well as in Criminal Court. CPS will also work with the DEC team to assess at risk families and offer services.

CPS will receive reports of children in high risk environments and will respond accordingly. CPS will provide immediate response to law enforcement when responding to high risk environments where children are or could be present. If the presence of children at a dangerous environment is known ahead of time to law enforcement, CPS should be contacted to provide collateral information and make arrangements to provide for the safety of the children. Pertinent evidence as it relates to the children and the environment should be freely shared between law enforcement, CPS and the prosecutor.

CPS will make any final decisions as to whether or not children should be taken into Temporary Physical Custody and placed with a licensed provider or if children should be placed with a relative following criminal and child abuse and neglect record checks. CPS should not release children removed from dangerous environments to relatives of the suspects without first thoroughly checking for criminal and child abuse histories. This

will reduce the overall risk of the children returning to environments that are unsafe. Law enforcement will take the lead in checking criminal history. CPS will be responsible for checking for a child neglect or abuse history. This information will be communicated to the placing staff person and/or supervisor. These checks will ensure that the relative or adult taking custody of the children has not been involved in the illicit drug trade, violent crimes, crimes against children or any other criminal activity that may pose a hazard to the children in placement. Following criminal and child abuse record checks, CPS must, prior to placement of the children with a relative, physically view the relative's home environment. Once record checks and the home environment have been determined safe then relative or like kin placement may occur. If record checks present concern placement will be made with a licensed provider.

When necessary, CPS workers will coordinate forensic interviews of children. Forensic interviews will be done by the child advocacy center or law enforcement with CPS assistance. Interviews should be video recorded and completed according to the Stepwise format.

CPS workers are responsible for ensuring any necessary non-emergent medical care for endangered children. This includes emergency medical evaluations and follows up with the child's primary care provider and/or forensic medical evaluations at the Child Advocacy Center. Any emergent medical needs will be handled by emergency medical and first responders.

CPS workers will work with law enforcement to follow the handle with care policy. CPS workers, law enforcement and school personnel will then work collaboratively to share information and follow trauma informed care procedures for addressing the exceptional needs of endangered children.

HUMAN SERVICES DEPARTMENT PROCEDURES

The social worker responding from the Kewaunee County Human Services Department shall:

- Be knowledgeable about and have access to the Medical Protocol for Children Found in Methamphetamines Laboratories. [See appendix A]
- All children exposed to drug-abusing/endangered environments will receive a medical examination due to possible exposure and potential likelihood of abuse and neglect.
- If necessary notify a medical professional a DEC case is enroute for exam.
- Request that copies of the completed medical forms and lab results are forwarded to the Kewaunee County Human Services Department assigned initial assessment worker.

- Be mindful of the need for cooperation and collaboration in an effort to minimize the number of interviews and to fully share as much information with other team members as possible.

Placement Procedures. The assigned social worker will follow the standards as set forth by WI Statute, State standards, and County policy when a child is taken into custody.

The Kewaunee County School Districts acknowledge:

- Children and youth are more than their behavior. We are committed to serving the whole child, and to considering the physical, emotional, developmental, cultural, and spiritual aspects that contribute to a child's experience and way of interacting with the world.
- Families need to be involved in decision-making and treatment planning. It is our responsibility to build relationships with families, hear their concerns, learn from them, and support their strengths.
- Some children, youth and families are particularly vulnerable due to living in poverty and high crime neighborhoods. We are committed to promoting prevention and community safety through the ongoing partnerships with municipalities, community organizations and neighborhood groups to strengthen the communities in which children, youth and families live. At the same time, we will support children and youth in learning about responsibility and accountability for their actions.
- Traumatic experiences and the effects of poverty have a significant impact on children, youth and families. We understand the differences in how girls and boys experience and cope with trauma. We will create a trauma-informed system with policies, practices and programs that acknowledge the unique risks, strengths, differences and developmental needs of children, youth and families.
- We are committed to interagency collaboration and partnership to develop a continuum of appropriate and effective services, including prevention, early intervention, and treatment. We will focus on identifying the strengths of children, youth and families; serving their needs at the earliest point in time and in the least restrictive environment; and providing outreach and services in their home communities.
- We will use research-based principles and promising practices to effectively intervene with children, youth and families. We will invest in services that show positive outcomes and will evaluate programs for effectiveness.

The Kewaunee County School Districts (Algoma, Kewaunee, Luxemburg-Casco) are responsible for the following:

- All Staff Members in the Algoma, Kewaunee, and Luxemburg-Casco school districts will sign a confidentiality agreement to ensure that information obtained will be disseminated only to appropriate school personnel and law

enforcement carries an appropriate warning, regarding the reliability, confidentiality and control of further dissemination.

- Establish a contact person for each school to communicate directly with CPS or law enforcement regarding but not limited to allowable information about suspected trauma and/or endangerment of a child (i.e. drug related crimes, domestic violence, assault, child abuse/neglect, arrest or incarceration of parent/guardian/household member, public endangerment, detention of child by law enforcement or CPS) in order for school personnel to be aware of external stressors in the student's life that may become a trauma event which will need immediate services for trauma informed care.

Algoma School District

- Primary:
Nick Cochart, *Superintendent/High School Principal*
(920) 487-7001 x2303
ncochart@alghs.k12.wi.us
- Secondary:
PK-6th Grade
Angie Kinjerski, *Counselor*
(920) 487-7001 x1202
akinjerski@alghs.k12.wi.us

7th-12th Grade
Kasie Holloway, *Counselor*
(920) 487-7001 x2306
kholloway@alghs.k12.wi.us

Kewaunee School District

- Primary
Karen Tremel, *Superintendent/Director of Special Education*
(920) 255-0516
ktremel@kewaunee.k12.wi.us
- Secondary
PK-8th Grade
Tami Prucha, *Counselor*
(920) 388-2458 x361
tprucha@kewaunee.k12.wi.us

9th-12th Grade
Steve Meyer, *Counselor*

(920) 388-2951 x454
smeyer@kewaunee.k12.wi.us

Luxemburg-Casco School District

- Primary
Glenn Schlender, *Superintendent*
(920) 845-2391 x103
gschlender@luxcasco.k12.wi.us

- Secondary
Parish Webster, *Counselor*
(920) 845-2315 x 204
pwebster@luxcasco.k12.wi.us

The school districts will provide the following trainings:

1. For Staff-in order to recognize children at-risk:
 - Drug Endangered Child Trainings
 - Trauma Informed Care Trainings
 - Mandated Reporting
2. For Students:
 - Drug Awareness
 - Mental Health/Coping Strategies Training
3. School personnel will provide LE and/or CPS with information about truancy, grades, or any other school information which will assist in an assessment of the child's well-being

If at any time during the course of their professional duties it is believed that a child is at risk of abuse or neglect related to DEC criteria, those concerns will be immediately reported to law enforcement or the Kewaunee County Department of Human Services.

PROSECUTION

The District Attorney will review all matters with an identified child victim of a drug-endangered/ endangered environment. If appropriate, the District Attorney's office will file any and all charges. CHIPS petitions will be filed, if needed, by Kewaunee County Corporation Counsel.

PROSECUTION PROCEDURES

Kewaunee County Corporation Counsel/District Attorney

It is the responsibility of the Corporation Counsel/District Attorney to:

- Be knowledgeable of the Children’s Code, the Juvenile Justice Code, the Wisconsin Controlled Substances Act, Fourth Amendment Search and Seizure, and all related law and procedure to assist investigative efforts into endangered children.
- Be available to DEC team members for consultation on a 24/7 basis.
- Be knowledgeable in the full array of legal tools available to assist endangered children including criminal prosecution, CHIPS, JIPS, delinquency, mental health, guardianship and all other legal actions or special proceedings.
- Work expeditiously as possible to bring any legal actions to finality as soon as reasonably possible.
- Attend DEC training and provide training to DEC team members.
- Work collaboratively with DEC team members.
- Act in the best interest of children while strictly observing the legal and ethical duties as the representation of the interests of the public.

Potential Charges:

941.30(2) Second Degree Recklessly Endangering Safety (Class G felony)

1. Defendant endangered safety of another human.
2. Defendant endangered safety of another human by criminal reckless conduct.

“criminally reckless” means:

1. conducted created a risk of death/great bodily harm; and
2. risk of death/great bodily harm was unreasonable and substantial; and
3. Defendant aware his/her conduct created unreasonable/substantial risk of death/great bodily harm

941.30(1) First Degree Recklessly Endangering Safety (Class F Felony) - Add following element

3. Circumstances of defendant’s conduct showed utter disregard for human life.

948.21 Neglecting a Child

1. The child was under the age of 18 years.
2. The defendant was a person responsible for the welfare of the child.

3. The defendant intentionally contributes to the neglect of the child.

Penalties:

- Class A misdemeanor
- Class H Felony if bodily harm results
- Class F Felony if great bodily harm results
- Class D Felony if death results

948.03 Physical Abuse of a Child (Class H Felony)

1. The defendant caused bodily harm to a person.
2. The defendant intentionally caused the harm.
3. The person injured was under the age of 18 years at the time of the offense.

948.04 Causing Mental Harm to a Child

1. Exercising temporary or permanent control of a child, under 18 years old.
2. Causes mental harm to that child.
3. Harm caused by conduct which demonstrates substantial disregard for the mental well-being of the child.

(2) Causing Mental Harm to a Child (Class F Felony)

1. A person responsible for the child's welfare has knowledge that another person has caused, is causing or will cause mental harm to that child.
2. The person is physically and emotionally capable of taking action which will prevent the harm.
3. The person fails to take that action and the failure to act exposes the child to an unreasonable risk of mental harm by the other person or facilitates the mental harm to the child that is caused by the other person.

Definitions:

939.22(4)-Bodily Harm. Physical pain or injury, illness, or any impairment of physical condition.

939.22(14)-Great Bodily Harm. Bodily injury which creates a substantial risk of death, or which causes serious permanent disfigurement, or which causes a permanent or protracted loss or impairment of the function of and bodily member or organ or other serious bodily injury

939.23(3)-Intentionally. "Intentionally" means that the actor either has a purpose to do the thing or cause the result specified, or is aware that his or her conduct is practically certain to cause that result."

In addition, except provided in sub (6), the actor must have knowledge of those facts which are necessary to make his or her conduct criminal and which are set forth after the work "intentionally." Sub (6) provides that "criminal intent does not require proof of knowledge of the age of a minor even though age is a material element in the crime in question."

DEBRIEFING

The DEC Team will communicate with appropriate team members and involved parties at regularly scheduled meetings or as soon as possible to discuss the following:

- Did the team respond in a timely manner?
- Were all the appropriate team members involved?
- What areas continue to need improvement?
- What is the status of the evidence/lab test?
- What is the status of investigation or criminal case?
- Are there any other families we need to staff?

Appropriate team members should include District Attorney, Corporation Counsel, responding law enforcement officers, responding Child Protective Services workers, and Department of Health and Human Services Service Unit Manager.

COMMUNITY EDUCATION

Having an educated community as to the abusive and neglectful nature of drug endangered/endangered environments on children will be one of our greatest allies as we pursue the protection of children. Therefore, community education will be a priority in any and all venues.

IN WITNESS THEREOF, this Agreement has been executed on the date as specified and the persons so executing the Agreement represent by their signature that they have full authority to do so.

FOR THE KEWAUNEE SCHOOL DISTRICT

FOR THE LUXEMBURG-CASCO
SCHOOL DISTRICT

Karen Trembl, Superintendent
Date: _____

Glenn Schlender, Superintendent
Date: _____

FOR THE ALGOMA SCHOOL DISTRICT

FOR THE KEWAUNEE COUNTY
SHERIFF'S DEPARTMENT

Nick Cochart, Superintendent
Date: _____

Matt Joski, Sheriff
Date: _____

FOR THE CITY ALGOMA POLICE
DEPARTMENT

FOR THE CITY OF KEWAUNEE POLICE
DEPARTMENT

David Cornelius, Chief Deputy
Date: _____

Frank Salentine, Police Chief
Date: _____

FOR THE VILLAGE OF LUXEMBURG
POLICE DEPARTMENT

FOR THE KEWAUNEE COUNTY
DEPARTMENT OF HUMAN SERVICES

John Massart, Police Chief
Date: _____

Robert Mattice, Director
Date: _____

DEPARTMENT OF CORRECTIONS

FOR THE KEWAUNEE COUNTY
DEPARTMENT OF PUBLIC HEALTH

Chelsea Place, Kewaunee Field Supervisor
Date: _____

Cindy Kinnard, Director
Date: _____

KEWAUNEE COUNTY DISTRICT ATTORNEY

KEWAUNEE COUNTY CORPORATION
COUNSEL

Andrew P. Naze, District Attorney
Date: _____

Jeffrey R. Wisnicky, Corp. Counsel
Date: _____