

UNAPPROVED MINUTES

Clark County Law Enforcement/Emergency Management Committee

The meeting was held on July 21, 2016 in Room 307 at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 12:57 PM.

Roll Call

Committee Members Present: Roll call taken with the following members present: Doris Bakker, Gordon Haselow, Scott Jalling, Dale Mitte, and Frieda Rollins.

Committee Members Absent: None.

Attendance

Others in attendance some time during the meeting were as follows: Chief Deputy Hirsch, Jail Captain Englebretson, Corporation Counsel Brunette, Emergency Management Director Ross, Executive Director Schmitz, Community Services Associate Director Voigt, Dorchester Police Chief Leichtman, and Clark County Press Editor Schmidt.

Building Project for Rehabilitation and Living Center

Executive Director Schmitz presented the building project for Rehabilitation and Living Center and the business plan that included Phase One (1) and Phase Two (2) drafted by Community Living Solutions.

At 1:05 PM, Dorchester Police Chief Leichtman joined the meeting.

At 1:11 PM, Jail Captain Englebretson joined the meeting.

Minutes

Motion by Dale Mitte, seconded by Doris Bakker to approve the minutes of the June 9, 2016 meeting. Voice vote taken with all "aye"; motion carried.

Minutes

Motion by Frieda Rollins, seconded by Gordon Haselow to approve the minutes of the June 23, 2016 meeting. Voice vote taken with all "aye"; motion carried.

Voucher Entries

Motion by Dale Mitte, seconded by Gordon Haselow to approve the voucher entries as presented. Voice vote taken with all "aye"; motion carried.

Journal Entries

Motion by Doris Bakker, seconded by Dale Mitte to approve the journal entries as presented. Voice vote taken with Frieda Rollins recording a “no” vote; motion carried.

County Credit Card Monthly Billing

Motion by Doris Bakker, seconded by Dale Mitte to approve the credit card expenditures as presented. Voice vote taken with all “aye”; motion carried.

Community Services Billing

Community Services Associate Director Voigt and Executive Director Schmitz informed the committee of the services that the Community Services department provides to the Clark County Sheriff’s Office/Jail.

Motion by Dale Mitte, seconded by Gordon Haselow to continue paying the Community Services billing with the 2007 rates until negotiations of the 2017 contract will be provided. Voice vote taken with all “aye”; motion carried.

At 1:47 PM, Community Services Associate Director Voigt and Executive Director Schmitz left the meeting.

Emergency Management Report

Emergency Management report was presented by Emergency Management Director Ross highlighting the following areas:

- Fiscal Year (FY) 2016 Emergency Management Performance Grants (EMPG)/ Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- Mutual Aid Box Alarm System (MABAS)
- Emergency Services Association
- Exercise/Training
- Fiscal Year (FY) 2015 Assistance to Firefighters Grant
- Emergency Food and Shelter Board
- New Fire/ Emergency Medical Services (EMS) District
- Incidents
- Training/Meeting Dates outside of Clark County

Communications Project

Communications Project report was presented by Emergency Management Director Ross highlighting the following areas:

- E-911 Project
- Tower site acquisition
- Grant Funding
- Project Funds Expended to Date

Emergency Medical Dispatch (EMD)

Emergency Management Director Ross informed the committee that the contract is signed. The tentative date for the implementation of the equipment is September 27, 2016. Considerable about of work, training for dispatch personnel, administration, and quality control of programming will be needed before this implementation can take place.

Personnel Wage Rate Forms

The committee reviewed the personnel wage rate changes that were filed with the Personnel Committee as presented in written format.

Update on Telecommunicators Reclassification

Chief Deputy Hirsch stated he did not hear an update on the telecommunicators reclassification. Chairman Jalling stated to put this item on the next regular meeting's agenda.

Positions and/or Openings in all Clark County Sheriff's Office Divisions

Chief Deputy Hirsch informed the committee that there are two (2) full-time deputies in training and the only full-time opening is the Patrol Captain position.

Update on Patrol Captain Position

Chief Deputy Hirsch stated that there are six (6) applicants for the Patrol Captain position.

The interviews will be set for August 4, 2016 at 1:00 PM.

Letter from Prospective Patrol Captain candidate

The committee members voiced their concerns over the letter which was sent to numerous county board members from a prospective patrol captain candidate.

Updated Work Rules for the Telecommunication and Correction Divisions

No changes to discuss.

Flex Time for Exempt Department Heads (ED Positions)

Motion by Dale Mitte, seconded by Doris Bakker to approve flex time for the exempt department heads in the ED positions – Chief Deputy, Patrol Captain, and Jail Captain in the Sheriff’s Office and Emergency Management Director in the Emergency Management Department. Voice vote taken with all “aye”; motion carried.

2016 Budget Line Overview

Chief Deputy Hirsch and Emergency Management Director Ross reviewed the 2016 budget and revenue lines with the committee.

Meeting Date(s) and Time(s)

The special meeting for budgets is scheduled for August 2, 2016 at 11:00 AM in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

The special meeting for Patrol Captain Interviews is scheduled for August 4, 2016 at 1:00 PM in Room 307 at the Clark County Courthouse in Neillsville.

The next regular meeting is scheduled for August 18, 2016 at 4:00 PM at the Clark County Health Care Center in Owen.

Quarterly K-9 Officer’s Report

Chief Deputy Hirsch shared the written K9 report from all three (3) K9 deputies.

Quarterly K-9 Financial Report

Chief Deputy Hirsch shared the written K9 financial report with the committee.

Monthly Division Reports

Jail Captain Englebretson shared the following with committee members:

- Total inmate housing is 43:
 - 37 male
 - Six (6) female
 - 11 with Huber privileges, with five (5) working
 - Zero (0) Extended Supervision
 - Zero (0) out-of-county inmates

State Jail Inspection

Jail Captain Englebretson reviewed the state jail inspection summary with the committee.

Significant Overtime Investigations

Chief Deputy Hirsch discussed that the overtime hours are due to traffic grants and special investigations.

Conferences/Trainings

The committee reviewed the conferences/trainings attended by the office personnel.

Computer Issues

Chief Deputy Hirsch informed the committee about the ongoing computer issues.

Agenda Items for Upcoming Meeting(s)

The committee would like the following added to the agenda for the next Law Enforcement/Emergency Management Committee meeting:

- Update on Community Services procedure
- Update on Telecommunicators Reclassification

Public Comment

Clark County Press Editor Schmidt asked Chairman Jalling if he could discuss the closed sessions with him at a later date.

At 3:09 PM, Corporation Counsel Brunette joined the meeting.

Closed Session – WI Statute § 19.85(1) (g)

At 3:14 PM, motion by Doris Bakker, seconded by Gordon Haselow that the committee may go into closed session in accordance with WI Statute § 19.85(1) (g) conferring with legal counsel concerning strategy with respect to pending litigation. Topic: Sheriff Herrick v. Clark County Board of Supervisors, et. al. Court of Appeals case number: 2016AP000262

At this time, Chairman Jalling asked that only the committee members, Corporation Counsel Brunette, and Dorchester Chief Leichtman be in attendance.

***At this time, the following left the meeting:
Chief Deputy Hirsch, Jail Captain Englebretson, Emergency Management Director Ross,
Administrative Assistant/Supervisor Mnichowicz, and Clark County Press Editor
Schmidt.***

At this time, Supervisor Bakker became recording secretary.

At 3:24 PM, motion by Dale Mitte, seconded by Frieda Rollins to reconvene into open session. Roll call vote taken with all “aye”, motion carried.

Closed Session – WI Statute § 19.85(1) (f)

At 3:24 PM, motion by Frieda Rollins, seconded by Doris Bakker that the committee may go into closed session in accordance with WI Statute § 19.85(1) (f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Topic: Investigation into Hiring of Lee Lech. Roll call vote taken with all “aye”; motion carried.

At 4:15 PM, motion by Dale Mitte, seconded by Frieda Rollins to reconvene into open session. Roll call vote taken with all “aye”, motion carried.

Closed Session – WI Statute § 19.85(1) (f)

At 4:16 PM, motion by Dale Mitte, seconded by Gordon Haselow that the committee may go into closed session in accordance with WI Statute § 19.85(1) (f) considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Topic: Alleged misconduct of Sheriff Greg Herrick. Roll call vote taken with all “aye”; motion carried.

At 4:34 PM, motion by Doris Bakker, seconded by Dale Mitte to reconvene into open session. Roll call vote taken with all “aye”, motion carried.

The committee may go in and out of closed session, take any action deemed appropriate from closed session, and may return to open session to continue transacting business.

Adjournment

Motion by Dale Mitte, seconded by Frieda Rollins to adjourn. Voice vote taken with all “aye”; motion carried. Meeting adjourned at 4:40 PM.

*Submitted by:
Heidi M. Mnichowicz
Administrative Assistant/Supervisor
Clark County Sheriff's Office*