

# AMENDED AND APPROVED MINUTES

## Clark County Law Enforcement/Emergency Management Committee

The meeting was held on August 18, 2016 in the Classroom at the Clark County Rehabilitation and Living Center in Owen.

Chairman Jalling called the meeting to order at 4:00 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, Emergency Management Director Ross, Corporation Counsel Brunette, Personnel Manager Langreck, Detective Struensee, Personnel Committee Member Bower, Personnel Committee Member Renderman, Personnel Committee Member Sebesta, and Clark County Press Representative Curtin.

### Minutes

Motion by Frieda Rollins, seconded by Doris Bakker to approve the minutes of the July 21, 2016 meeting. Voice vote taken with all "aye"; motion carried.

### Minutes

Motion by Dale Mitte, seconded by Gordon Haselow to approve the minutes of the August 2, 2016 meeting. Voice vote taken with all "aye"; motion carried.

### Minutes

Motion by Doris Bakker, seconded by Frieda Rollins to approve the minutes of the August 4, 2016 meeting. Voice vote taken with all "aye"; motion carried.

### Voucher Entries

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

## **Journal Entries**

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

## **County Credit Card Monthly Billing**

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

## **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

## **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

## **Proposed Granton Tower**

Emergency Management Director Ross discussed the notion of a 180 foot tower in the town of Grant in the same area of the old tower. The committee addressed their support to go ahead with the Granton tower project as directed.

## **Emergency Medical Dispatch (EMD)**

Emergency Management Director Ross discussed the following schedule for the Emergency Medical Dispatch (EMD):

- August 15, 2016- Software installation
- August 16, 2016- System Administrator Training
- August 17-19, 2016- EMD Certifications Courses
- August 24-26, 2016- EMD Certifications Course
- Additional trainings scheduled for September
- September 27, 2016- "Go Live"

## **Personnel Wage Rate Forms**

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

## **Positions and/or openings in all Clark County Sheriff's Office divisions**

Patrol: One (1) full-time opening.

Telecommunications: No current full-time opening(s).

Corrections: No current full-time opening(s).

Detective: No current openings.

Administration: Patrol Captain Position is in the testing stage.

## **Update on Patrol Captain Position**

Chief Deputy Hirsch informed the committee that there were initially six (6) applicants, but three (3) candidates have backed out before testing. The remaining three (3) candidates will be testing Friday, August 19, 2016 or Monday, August 22, 2016.

## **Meeting Date(s) and Time(s)**

The next regularly meeting is scheduled for September 8, 2016 at 2:30 PM in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

## **Monthly Division Reports**

Jail Captain Englebretson shared the following with committee members:

- Total inmate housing is 61
  - 51 male
  - 10 female
  - Six (6) with Huber privileges, with Three (3) working
  - Zero (0) Extended Supervision
  - Three (3) out-of-county inmates from Jackson

## **Update on Community Services procedures**

Jail Captain Englebretson stated that they tested the communications system for teleconferences in the jail. The system works so the jail will need do some minor updates, such as blinds for the windows and then the room will need to get inspected before it can be used for the teleconferences with Community Services.

## **Conferences/Trainings**

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

## **Update on Telecommunicators Reclassification**

Chief Deputy Hirsch discussed the approval of the reclassification of the telecommunicators in which he was notified at the department head meeting. He believed that the next step was to get approved by the full county board.

## **Computer Issues**

Chief Deputy Hirsch informed the committee that the internet in the LEC Training Room (309) was not working for training purposes, and also a few people needing laptops have not received them as of yet.

## **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 Billing
- Update on Computer Issues with Executive
- Update on Patrol Captain Position
- Update on Patrol Deputy Position

## **Public Comment**

None at this time.

***At 4:55 PM, Jail Captain Englebretson and Committee Member Bakker left the meeting.***

***At 4:59 PM, the committee took a recess until the closed session.***

***At 5:15 PM, Chief Deputy Hirsch, Emergency Management Director Ross, Administrative Assistant/Supervisor Mnichowicz, and Clark County Press Representative Curtin left the meeting.***

## **Closed Session - WI Statute § 19.85(1) (e)**

At 6:17 PM, motion by Dale Mitte, seconded by Gordon Haselow that the committee go into closed session in accordance per WI Statute § 19.85(1) (e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Topic: Strategizing for Union Negotiations. Roll call vote taken with all “aye”; motion carried.

***At this time, Corporation Counsel Brunette, Personnel Manager Langreck, Detective Struensee, Personnel Committee Member Bower, Personnel Committee Member Renderman, and Personnel Committee Member Sebesta joined the meeting.***

***At this time, Chairman Jalling asked that only the Law Enforcement/Emergency Management committee members, Personnel committee members, Personnel Manager Langreck, Detective Struensee, and Corporation Counsel Brunette be in attendance.***

***[AMENDED MINUTES (9/8/16) At this time, Supervisor Bakker Rollins became recording secretary.]***

***At 6:42 PM, Detective Struensee left the meeting.***

At 6:51 PM, motion by Dale Mitte, seconded by Gordon Haselow 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.

***At 6:42 PM, Detective Struensee joined the meeting.***

## **Adjournment**

Motion by Dale Mitte, seconded by Gordon Haselow to adjourn. Voice vote taken with all “aye”; motion carried. Meeting adjourned at 6:52 PM.

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