

UNAPPROVED MINUTES

Clark County Law Enforcement/Emergency Management Committee

The meeting was held on September 8, 2016 in LEC Training Room (309) at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 2:43 PM.

Roll Call

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

Committee Members Absent: Dale Mitte.

Attendance

Others in attendance some time during the meeting were as follows: Chief Deputy Hirsch, Jail Captain Englebretson, Emergency Management Director Ross, PSC Alliance Representative Pott, and Clark County Press Representative Curtin.

Minutes

Motion by Gordon Haselow, seconded by Frieda Rollins to approve the minutes of the August 18, 2016 meeting with the correction under Closed Session - WI Statute § 19.85(1) (e) to read as follows "At this time, Supervisor Rollins became recording secretary". Voice vote taken with all "aye"; motion carried.

Voucher Entries

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

Journal Entries

Motion by Doris Bakker, seconded by Gordon Haselow to approve the journal entries as presented. Voice vote taken with all "aye"; motion carried.

County Credit Card Monthly Billing

None at this time.

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 Service 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

At 3:14 PM, PSC Alliance Representative Pott left the meeting.

Emergency Medical Dispatch (EMD)

Motion by Doris Bakker, seconded by Frieda Rollins to approve the memorandum of agreement with Marshfield Clinic for the Medical Control Services for the EMD Program, pending approval by Corporation Counsel Brunette. Voice vote taken with all "aye"; motion carried.

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 patrol position open.

Telecommunications: No full-time positions open.

Corrections: No full-time positions open.

Detective: No full-time positions open.

Administration: Patrol Captain position open.

At 3:20 PM, Clark County Press Representative Curtin joined the meeting.

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

At 3:29 PM, motion by Doris Bakker, seconded by Gordon Haselow that the committee go into closed session in accordance with WI Statute § 19.85(1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Topic: Patrol Captain Position. Roll call vote taken with all “aye”; motion carried.

At this time, Chairman Jalling asked that only the committee members, Chief Deputy Hirsch, Administrative Assistant/Supervisor Mnichowicz, and Corporation Counsel Brunette be in attendance.

***At this time, the following left the meeting:
Emergency Management Director Ross, Jail Captain Englebretson, and Clark County Press Representative Curtin.***

At 3:55 PM, Corporation Counsel Brunette joined the meeting.

At 4:36 PM, motion by Gordon Haselow, seconded by Doris Bakker 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 4:37 PM, Corporation Counsel Brunette left the meeting.

At 4:38 PM, Emergency Management Director Ross joined the meeting.

At 4:40 PM, Clark County Press Representative Curtin joined the meeting.

Patrol Captain Position

Motion by Frieda Rollins, seconded by Doris Bakker to submit the three (3) candidates who successfully tested to the Sheriff for appointment for the open Patrol Captain position per the State Statute and the Civil Service ordinance. The committee recommends that the Sheriff appoint the highest ranking candidate for the Patrol Captain position, contingent on successful completion of the background investigation. Roll call vote taken with Gordon Haselow recording a “no” vote; motion carried.

Update on Patrol Deputy Position

Chief Deputy Hirsch stated that the Clark County Sheriff’s Office has one (1) patrol deputy position opening at this time and the applicants are in the testing stages of the hiring process.

Meeting Date(s) and Time(s)

A special meeting is scheduled for September 16, 2016 at 11:00 AM or immediately following the Community Services' committee meeting at the Clark County Rehabilitation and Living Center in Owen.

A special meeting for Patrol Deputy Interviews is scheduled for October 12, 2016 at 12:00 PM in Room 307 at the Clark County Courthouse in Neillsville.

The next regularly meeting is scheduled for October 20, 2016 at 1:00 PM in Room 307 at the Clark County Courthouse in Neillsville.

Monthly Division Reports

Chief Deputy Hirsch shared the following with committee members:

- Total inmate housing is 66
 - 57 male
 - Nine (9) female
 - Six (6) with Huber privileges, with 6 working
 - One (1) Extended Supervision
 - Three (3) from out of County inmates from Trempealeau

Conferences/Trainings

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

Update on Community Services Billing

Chief Deputy Hirsch stated that the Clark County Jail did not qualify for the use of the Poly Comp System for Community Services' purposes. He also stated that Jail Captain Englebretson will be submitting an application in order for it to be certified.

The committee would like to request the join the Community Services committee meeting on September 16 at 10:00 AM at the Clark County Rehabilitation and Living Center to further discuss the billing between Community Services and the Clark County Sheriff's Office.

Computer Issues

Chief Deputy Hirsch updated the committee on the new computers and laptops for the Clark County Sheriff's Office.

Emergency Management Budget for 2017

Emergency Management Director Ross stated that the Emergency Management budget and the Communications Project budget for 2017 were accepted and filed by the Finance Committee, but the Finance Committee reserved the right to call the budget back for changes.

Law Enforcement Budget for 2017

Chief Deputy Hirsch stated that the Law Enforcement budget for 2017 was accepted and filed by the Finance Committee budget, but the Finance Committee reserved the right to call the budget back for changes.

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:

- Closed Session-Patrol Deputy Interviews
- Update on Patrol Deputy Position
- Update on Community Services Billing
- Update on Emergency Management Budget for 2017
- Update on Law Enforcement Budget for 2017

At 5:12 PM, Committee Member Bakker left the meeting.

Public Comment

Clark County Press Representative Curtin asked for brief summaries on what was discussed on the agenda items she had missed in the beginning of the meeting.

Adjournment

Motion by Frieda Rollins, seconded by Gordon Haselow to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 5:17 PM.

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