

UNAPPROVED MINUTES

Clark County Law Enforcement/Emergency Management Committee

The meeting was held on October 20, 2016 in Room 307 at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 1:00 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, Patrol Captain Ramberg, Patrol Sergeant Hebert, and Emergency Management Director Ross.

Minutes

Motion by Doris Bakker, seconded by Gordon Haselow to approve the minutes of the September 8, 2016 meeting. Voice vote taken with all "aye"; motion carried.

Minutes

Motion by Gordon Haselow, seconded by Frieda Rollins to approve the minutes of the September 16, 2016 meeting. Voice vote taken with all "aye"; motion carried.

Minutes

Motion by Frieda Rollins, seconded by Dale Mitte to approve the minutes of the October 12, 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.

At 1:06 PM, Jail Captain Englebretson joined the meeting.

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.

Update on Community Services Billing

Jail Captain Englebretson stated as of right now, the Sheriff’s Office is paying the old rate for the service provided by Community Services until the end of the year, although the Sheriff’s Office has not received a bill since June 2016.

Jail Mental Health

Jail Captain Englebretson informed the committee he is looking further into why the Poly Com System in the jail cannot be used for Tele-Health appointments.

At 1:24 PM, Sergeant Hebert joined the meeting.

Update on grant for AED Defibrillators

Patrol Sergeant Hebert informed the committee that the Sheriff’s Office has applied for several grants for funding for the Automated External Defibrillators (AED) since the AED’s in the courthouse and in the Sheriff’s Office are outdated. He also stated the Sheriff’s Office is looking to get 30 AED’s to be distributed to all road deputies and throughout the courthouse. When looking to fund 30 AEDs, it would cost approximately \$40,000. One grant in which the Sheriff’s Office applied for is the Firehouse Subs grant. Sergeant Hebert stated that the owner is interested in helping the county out and will know more by the beginning of December. The other major grant in which the Sheriff’s Office applied for is the Enbridge grant which would have a maximum of \$10,000 granted.

At 1:44 PM, Sergeant Hebert left the meeting.

County Credit Card Monthly Billing

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

Monthly Division Reports

Jail Captain Englebretson shared the following with committee members:

- Total inmate housing is 67
 - 50 male
 - 17 female
 - Five (5) with Huber privileges, with all five (5) working
 - One (1) Extended Supervision
 - 21 out-of-county inmates
 - 13 from Jackson
 - Eight (8) from Trempealeau

Emergency Management Report

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

- Fiscal Year (2016) Emergency Management Performance Grants (EMPG)/ Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- Fiscal Year (2017) 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
- September Flash Flooding

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 2:20 PM, Clark County Press Representative Schmidt left the meeting.

Emergency Medical Dispatch (EMD)

Emergency Management Director Ross informed the committee that Dispatch went “live” with the Emergency Medical Dispatch (EMD) on September 27th and that it is still a working progress.

Motion by Gordon Haselow, seconded by Dale Mitte to approve the amount of \$1,000 for two (2) extra certifications for the Emergency Medical Dispatch course to be taken out of the Emergency Medical Dispatch project line item. 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) Patrol Sergeant opening, One (1) Patrol Deputy opening

Telecommunications: No full time openings

Corrections: One (1) Female Corrections Deputy opening

Detective: No full time openings

Administration: No full time openings

At 2:33 PM, Clark County Press Representative Schmidt joined the meeting.

Update on Female Corrections Deputy Position

Chief Deputy Hirsch informed the committee that the Clark County Sheriff's Office is still accepting applications for this position.

Patrol Sergeant Posting

Motion by Dale Mitte, seconded by Gordon Haselow to authorize Chief Deputy Hirsch to post the patrol sergeant position internally per the union contract. Voice vote taken with all "aye"; motion carried

Chief Deputy Hirsch informed the committee that the last applicant for the Patrol Sergeant position has taken the exam last Monday and the results should be in shortly.

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 Ross reviewed the 2016 budget and revenue lines with the committee.

At 2:54 PM, Clark County Press Representative Schmidt left the meeting.

Update on Emergency Management Budget for 2017

Emergency Management Director Ross informed the committee that the Finance Department approved the budget without any major changes.

Update on Law Enforcement Budget for 2017

Chief Deputy Hirsch informed the committee that the Finance Department approved the budget with the addition of altering to the jail meals budget line to a higher amount.

Computer Equipment Upgrade

Motion by Dale Mitte, seconded by Gordon Haselow to approve the equipment upgrade for the forensic detective's computer. Voice vote taken with all "aye"; motion carried.

Meeting Date(s) and Time(s)

The next regularly meeting is scheduled for November 17, 2016 at 1 PM in Room 307 at the Clark County Courthouse in Neillsville.

Quarterly K-9 Officer's Report

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

Quarterly K-9 Financial Report

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

Significant Overtime Investigations

Chief Deputy Hirsch stated that the significant overtime stems from being shorthanded on patrol to recent death investigations in the county.

Conferences/Trainings

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

Computer Issues

Chief Deputy Hirsch stated that the Sheriff's Office's meeting with the Information Technology (IT) in regards to the service is for next Tuesday.

Public Comment

Chairman Jalling stated that Owen Enterprise informed him that Patrol Captain Ramberg's reports given to the media are greatly appreciated and that he's doing a good job on them.

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:

- Investigative Strategies training presentation-Closed
- Jail Mental Health
- Community Services Procedures
- Patrol Deputy Position(s)

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

At 3:43 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) (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: Consideration of specific personnel problems involving a patrol deputy. Roll call vote taken with all “aye”; motion carried.

At this time, Emergency Management Director Ross and Jail Captain Englebretson left the meeting.

At 3:57 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

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

Motion by Dale Mitte, seconded by Gordon Haselow that if an opening would occur in the patrol division within the next 30 days, the committee authorizes Chief Deputy Hirsch to submit the remaining top three (3) patrol candidates’ names to the Sheriff for selection after approval of the Law Enforcement Committee Chairman. Voice vote taken with all “aye”; motion carried.

Adjournment

Motion by Dale Mitte, seconded by Gordon Haselow to adjourn. Voice vote taken with all “aye”; motion carried. Meeting adjourned at 3:59 PM.

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