

# UNAPPROVED MINUTES

## Clark County Law Enforcement/Emergency Management Committee

The meeting was held on January 18, 2018 in Room 307 at the Clark County Courthouse in Neillsville.

**Motion by Frieda Rollins, seconded by Dale Mitte to appoint Supervisor Bakker as temporary chairman until Chairman Jalling arrives. Voice vote taken with all “aye”; motion carried.**

Appointed Chairman Rollins called the meeting to order at 1:05 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, Patrol Captain Ramberg, Emergency Management Director Ross, and Maintenance Supervisor Dillenbeck.

### Minutes

Motion by Frieda Rollins, seconded by Dale Mitte to approve the minutes of the December 21, 2017 meeting. Voice vote taken with all “aye”; motion carried.

### Voucher Entries

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

### Journal Entries

Motion by Frieda Rollins, seconded by Dale Mitte to approve the journal entries from the last committee meeting as presented. Voice vote taken with all “aye”; motion carried.

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

## **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.

## **Personnel Wage Rate Forms**

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

## **Flex Time for Exempt Department Heads (ED Positions)**

Motion by Dale Mitte, seconded by Gordon Haselow 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.

*At 1:14 PM, Chairman Jalling joined the meeting and took over as chairman.*

## **Emergency Management Report**

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

- Fiscal Year (FY) 2017 Emergency Management Performance Grants (EMPG)/Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- Fiscal Year (FY) 2018 Emergency Management Performance Grants (EMPG)/Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- September Flash Flooding
- WI-CAMS
- Mutual Aid Box Alarm System (MABAS)
- Emergency Services Association Atlas Books

## **Communications Project**

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

- Tower Site Work
  - American Tower Site
  - National Guard Tower Site
  - Thorp Water Tower Site
  - Owen Water Tower Site
  - Dorchester Water Tower Site
  - Abbotsford Water Tower Site
  - Colby Water Tower Site
  - Greenwood Tower Site
  - Granton Tower Site
  - Courthouse Site
- Grant Funding
- Other Activities
- Recent Project Funds Expended to Date

### **Lease Proposal for current Heintown Road tower site**

Motion by Frieda Rollins, seconded by Dale Mitte to request permission to reach out to the Highway Department for negotiations with Selk Electronics for the leasing of the Heintown Road tower site. Voice vote taken with all “aye”; motion carried.

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

Chief Deputy Hirsch informed the committee about an email from a fire chief stating that dispatch is doing a good job with Emergency Medical Dispatch.

He also stated that a representative from Priority Dispatch came to the Sheriff’s Office to review protocol.

### **2018 Emergency Planning and Community Right to Know Act (EPCRA) Computer and HAZMAT Equipment grant**

Emergency Management Director Ross stated he does not anticipate applying for this grant, but would like a motion just in case something changes.

Motion by Doris Bakker, seconded by Gordon Haselow to approve Emergency Management Director Ross to apply for the 2018 Emergency Planning and Community Right to Know Act (EPCRA) Computer and HAZMAT equipment grant. Voice vote taken with all “aye”; motion carried.

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

Patrol: No full time openings.

Telecommunications: Four full time openings available; interviews will be next meeting.

Corrections: One male full time opening available, in the background process.

## **Updated Work Rules for the Telecommunication and Correction Divisions**

No changes to discuss.

## **2017 Budget Line Overview**

Chief Deputy Hirsch and Emergency Management Ross reviewed the 2017 budget and revenue lines with the committee.

*At 1:46 PM, Maintenance Supervisor Dillenbeck joined the meeting.*

## **Jail Kitchen Steamer**

This item will be tabled until the next meeting.

*At 2:04 PM, Maintenance Supervisor Dillenbeck left the meeting.*

## **Quarterly K-9 Officer's Report**

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

## **Quarterly K-9 Financial Report**

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

## **Monthly Division Reports**

Chief Deputy Hirsch shared the following with committee members:

- Total inmate housing is 85
  - 76 male
  - Nine (9) female
  - Nine (9) with Huber privileges, with three (3) working
  - Two (2) Extended Supervision
  - 26 out-of-county inmates
    - One (1) from Jackson County
    - 25 from Trempealeau County

## **Significant Overtime Investigations**

Chief Deputy Hirsch informed the committee about the overtime situations, including fatalities.

## **Conferences/Trainings**

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

## **Computer Issues**

Chief Deputy Hirsch stated there are multiple computer issues within the Sheriff's Office.

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

The next regularly meeting and Telecommunicator Interviews is scheduled for Thursday, February 22, 2018 at 1 PM in Room 307 at the Clark County Courthouse in Neillsville.

## **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:

- Jail Kitchen Steamer
- Telecommunicator Interviews

## **Public Comment**

Nothing at this time.

## **Adjournment**

Motion by Frieda Rollins, seconded by Dale Mitte to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 2:40 PM.

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