

# UNAPPROVED MINUTES

## Clark County Law Enforcement/Emergency Management Committee

The meeting was held on March 20, 2019 in LEC Training Room 309 at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 2:01 PM.

### Roll Call

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

Committee Members Absent: None.

### Attendance

Others in attendance some time during the meeting were as follows: Sheriff Haines, Chief Deputy Hirsch, Jail Captain Tessman, Patrol Captain Ramberg, County Supervisor Amacher, and Maintenance Engineer Dillenbeck.

### Closed Session - Closed Session - WI Statute § 19.85(1) (d)

At 2:13 PM, motion by Gordon Haselow, seconded by Frieda Rollins that the committee go into closed session in accordance with WI Statute § 19.85(1) (d) except as provided in s. 304.06(1) (eg) and by rule promulgated under s. 304.06(1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention. Topic: Corrections tour. Roll call vote taken with all "aye"; motion carried.

***At 2:32 PM, Maintenance Engineer Dillenbeck left the meeting.***

***At 3:49 PM, County Supervisor Amacher left the meeting.***

At 3:50 PM, motion by Frieda Rollins, 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.

### Air Conditioner in Dispatch

Motion by Gordon Haselow, seconded by Frieda Rollins to approve the purchase of the 3 Ton unit with ceiling cassette air conditioner for dispatch from Northern Indoor Comfort. Voice vote taken with all "aye"; motion carried.

## **Minutes**

Motion by Doris Bakker, seconded by Frieda Rollins to approve the minutes of the February 21, 2019 meeting. Voice vote taken with all “aye”; motion carried.

## **Minutes**

Motion by Doris Bakker, seconded by DuWayne Trunkel to approve the minutes of the March 19, 2019 meeting. Voice vote taken with all “aye”; motion carried.

## **Voucher Entries**

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

## **Journal Entries**

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

## **County Credit Card Monthly Billing**

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

## **Monthly Division Reports**

Chief Deputy Hirsch shared the following with committee members:

- Total inmate housing is 65
  - 57 male
  - Eight (8) female
  - Eight (8 )with Huber privileges
  - 17 Out of county inmates from Trempealeau

## **Emergency Management Report**

Emergency Management report was presented as is:

- Fiscal Year (FY) 2019 Emergency Management Performance Grants (EMPG)/Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- EPCRA Plan Update
- Emergency Services Association
- Mutual Aid Box Alarm System (MABAS)
- All Hazard Mitigation Plan Update
- Community Wildfire Protection Planning
- Exercises
- Tornado and Severe Weather Awareness Week
- Training

## **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: No full time openings.

Telecommunications: One (1) Full time telecommunications deputy position opening.

Corrections: Two (2) corrections deputy positions in the background process.

## **Telecommunications Deputy Position**

Motion by Frieda Rollins, seconded by Gordon Haselow to authorize Chief Deputy Hirsch to post for the open telecommunications deputy position per the civil service ordinance. Voice vote taken with all "aye"; motion carried.

## **Program Assistant(s) Title**

Motion by Frieda Rollins, seconded by Gordon Haselow to change the Clark County Sheriff's Office Program Assistant job title to Administrative Assistant. Voice vote taken with DuWayne Trunkel recording a "no" vote; motion carried.

## **Administrative Assistant/Supervisor Title**

Motion by DuWayne Trunkel, seconded by Doris Bakker to change the Clark County Sheriff's Office Administrative Assistant/Supervisor's job title to Administrative Supervisor. Voice vote taken with all "aye"; motion carried.

## **Hiring Process**

This item will be tabled until next month's meeting.

## **Wage and Comp Study**

Chief Deputy Hirsch discussed the wage and comp study that was handed out to the committee at the County Board meeting last night.

## **Approval to Sell Squads**

Motion by Doris Bakker, seconded by Gordon Haselow to sell the Clark County Sheriff's Office squads that are in the rotation for disposal by using the on-line auction services. Voice vote taken with all "aye"; motion carried.

*At 5:05 PM, Chief Deputy Hirsch left the meeting.*

## **CLSO Paper Shredder**

This item will be tabled until next month's meeting.

*At 5:07 PM, Chief Deputy Hirsch joined the meeting.*

## **Conferences/Trainings**

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

## **Sheriff Report**

Sheriff Haines discussed the following:

- 10-33 Military Program
- State Inmates

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

The next regularly meeting is scheduled for April 17, 2019 at 2 PM in the LEC Training Room (309) 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:

- Hiring Process
- CLSO Paper Shredder

## **Public Comment**

None at this time.

## **Adjournment**

Motion by DuWayne Trunkel, seconded by Frieda Rollins to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 5:35 PM.

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