

# UNAPPROVED MINUTES

## Clark County Law Enforcement/Emergency Management Committee

The meeting was held on July 24, 2019 in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 12:57 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, and Emergency Management Director Ross.

***At 12:58 PM, Emergency Management Director Ross left the meeting.***

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

At 12:58 PM, motion by Doris Bakker, 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: Jail Inspection presentation. Roll call vote taken with all "aye"; motion carried.

At 1:47 PM, motion by Doris Bakker, seconded by DuWayne Trunkel to reconvene into open session. Roll call vote taken with all "aye", motion carried.

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

At 1:48 PM, motion by Frieda Rollins, seconded by Gordon Haselow 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: Active Shooter & EMS Response presentation. Roll call vote taken with all "aye"; motion carried.

At 2:30 PM, motion by Frieda Rollins, seconded by Doris Bakker to reconvene into open session. Roll call vote taken with all "aye", motion carried.

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

At 2:31 PM, motion by Gordon Haselow, seconded by DuWayne Trunkel 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: Specific personnel issues in the Clark County Sheriff's Office. Roll call vote taken with all "aye"; motion carried.

At 2:48 PM, motion by Doris Bakker, seconded by DuWayne Trunkel to reconvene into open session. Roll call vote taken with all "aye", motion carried.

### **Closed Session – WI Statute § 19.85(1) (g)**

At 2:49 PM, motion by DuWayne Trunkel, seconded by Gordon Haselow that the committee may go into closed session in accordance with WI Statute § 19.85(1) (g) conferring with legal counsel concerning strategy with respect to pending litigation. Topic: Dennis Tims v. Tessman, Todd, et. al. case number: 19-cv-508-wmc

At 3:02 PM, motion by DuWayne Trunkel, 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 3:04 PM, Emergency Management Director Ross joined the meeting.***

### **Civil Service Ordinance**

Motion by Frieda Rollins, seconded by Gordon Haselow to approve the proposed amendments to the Civil Service Ordinance-Chapter 24 for Law Enforcement and forward to the full County Board for approval. Voice vote taken with all "aye"; motion carried.

### **Minutes**

Motion by Doris Bakker, seconded by Frieda Rollins to approve the minutes of the June 19, 2019 meeting. Voice vote taken with all "aye"; motion carried.

### **Voucher Entries**

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

## **Journal Entries**

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

## **2019 Budget Line Overview**

Chief Deputy Hirsch and Emergency Management Ross reviewed the 2019 budget and revenue lines with the committee.

## **Emergency Management Report**

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

- Fiscal Year (FY) 2019 Emergency Management Performance Grants (EMPG)/Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- Fiscal Year (FY) 2020 Emergency Management Performance Grants (EMPG)/Emergency Planning & Community Right-to-Know Act (EPCRA) Plan of Work
- All Hazard Mitigation Plan Update
- Regional Meeting
- Exercises
- Safety and Security Committee
- Clark County Farm Technology Days 2022
- Emergency Food and Shelter Program
- Colby Water Tower Work
- Family Assistance Center Planning

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

Chief Deputy Hirsch informed the committee that the Dispatch Center had 156 emergency medical dispatch calls in June 2019, and they have taken 923 emergency medical dispatch calls as of year to date.

## **Personnel Wage Rate Forms**

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

## **Step Adjustments per Personnel**

Motion by Frieda Rollins, seconded by DuWayne Trunkel to approve the Grade G one-step increase from Step 4 to Step 5 for Corrections Sergeant Marla Okerglicki to \$30.75 plus night differential of \$0.25. Voice vote taken with all “aye”; motion carried.

Motion by DuWayne Trunkel, seconded by Gordon Haselow to approve the Grade G one-step increase from Step 4 to Step 5 for Corrections Sergeant Gail Campbell to \$30.75. Voice vote taken with all “aye”; motion carried.

Motion by Gordon Haselow, seconded by DuWayne Trunkel to approve the Grade G one-step increase from Step 4 to Step 5 for Corrections Sergeant Leonard Mesar to \$30.75. Voice vote taken with all “aye”; motion carried.

Motion by Frieda Rollins, seconded by DuWayne Trunkel to approve the Grade L one-step increase from Step 4 to Step 5 for Administrative Assistant Susan Wells to \$18.72. Voice vote taken with all “aye”; motion carried.

## **Overpayment of Night Differential Pay**

Motion by Doris Bakker, seconded by Frieda Rollins to approve the payback of Corrections Deputy Wnek’s overpayment of night differential pay in the \$570.37 based on past practices. Voice vote taken with Gordon Haselow recording a “no” vote; motion carried.

## **Resignation of Telecommunications Deputy Nye**

Motion by Doris Bakker, seconded by Frieda Rollins to accept Telecommunications Deputy Nye’s resignation and to authorize Chief Deputy Hirsch to fill the position from the last eligible interview candidates per the Civil Service ordinance. Voice vote taken with all “aye”; motion carried.

## **Resignation of Corrections Deputy Tlusty**

Motion by Doris Bakker, seconded by Gordon Haselow to accept Corrections Deputy Tlusty’s resignation and authorize Chief Deputy Hirsch to fill the position from the last eligible interview candidates per the Civil Service ordinance. Voice vote taken with all “aye”; motion carried.

Motion by DuWayne Trunkel, seconded by Frieda Rollins to accept the change of status of Corrections Deputy Tlusty’s request from full-time to reserve deputy. 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: Three (3) full-time telecommunications deputy openings in the background process.

Corrections: One (1) full-time female corrections deputy opening.

## **LTE Position(s)**

Motion by Frieda Rollins, seconded by Gordon Haselow to fill the Administrative Supervisor position and the Administrative Assistant position with a LTE (Limited Term Employee) when there are limited term vacancies for these positions. Voice vote taken with all "aye"; motion carried.

## **Shower/Towel Hooks for Jail**

Motion by Doris Bakker, seconded by DuWayne Trunkel to approve the purchase of shower/towel hooks for the jail to be taken out of the jail canteen budget line in the amount of \$580.80. Voice vote taken with all "aye"; motion carried.

## **Transport Vehicle**

Jail Captain Tessman discussed purchasing a Dodge Caravan as a transport vehicle for the jail. This agenda item will be tabled until the next meeting.

## **Freezer for Evidence Room**

Motion by Doris Bakker, seconded by Gordon Haselow to approve the purchase of a commercial freezer for the evidence room to be taken out of the Sheriff's Special Investigations budget line not to exceed the amount of \$2,100.00. Voice vote taken with all "aye"; motion carried.

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

Motion by Frieda Rollins, seconded by Doris Bakker to approve flex time for the exempt department heads in the ED positions – Chief Deputy, Patrol Captain, Jail Captain, Communications Captain, and Detective Captain in the Sheriff's Office and Emergency Management Director in the Emergency Management Department. Voice vote taken with all "aye"; motion carried.

## **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.

## **Monthly Division Reports**

Jail Captain Tessman shared the following with committee members:

- Total inmate housing is 66.
  - 58 male
  - Eight (8) female
  - Five (5) with Extended Supervision
  - 17 out-of-county inmates from Jackson and Trempealeau

## **Significant Overtime Investigations**

Chief Deputy Hirsch discussed several cases involving burglaries and thefts and employees taking vacations during the summer and employees having to fill those overtime shift which is why there is significant overtime lately.

## **ALERT Conference**

Motion by Frieda Rollins, seconded by Gordon Haselow to approve two (2) Sheriff's Office employees to attend the ALERT Conference in Aurora, Colorado on September 29 through October 2, 2019. Voice vote taken with all "aye"; motion carried.

## **Conferences/Trainings**

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

## **Sheriff's Report**

Sheriff Scott Haines discussed the following:

- New Detective cases
- Purging on Evidence Room and Evidence Building
- Badge Display
- Clark County Sheriff's Office's Clark County Fair Booth
- Smart TV vs. Display Projector
- Crime Stoppers program

## **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:

- Exit Interviews
- Transport Vehicle for Jail
- Temperature Alarm System for Freezer in Evidence Room

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

The next regular meeting/budget meeting is scheduled for Monday, August 26, 2019 at 12 PM in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

### **Public Comment**

None at this time.

### **Adjournment**

Motion by DuWayne Trunkel, seconded by Gordon Haselow to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 6:28 PM.

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