

# UNAPPROVED MINUTES

## Clark County Law Enforcement/Emergency Management Committee

The meeting was held on September 26, 2019 in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

Chairman Jalling called the meeting to order at 2:00 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, Personnel Director Zvolena, Maintenance Supervisor Dillenbeck, and Emergency Management Director Ross.

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

At 2:00 PM, motion by Doris Bakker, seconded by Frieda Rollins that the committee may go into closed session in accordance with WI Statute § 19.85(1) (e) deliberating or negotiating public business whenever competitive or bargaining reasons require a closed session as it relates.

Topic: WPPA Side Letter-PTO Conversion. Roll call vote taken with all "aye"; motion carried.

At 2:11 PM, motion by Frieda Rollins, seconded by DuWayne Trunkel to reconvene into open session. Roll call vote taken with all "aye", motion carried.

### PTO Conversion

Motion by Doris Bakker, seconded by Gordon Haselow to approve the side letter for the WPPA PTO Conversion between the WPPA, Law Enforcement Relations Division and Clark County and forward to the Personnel Committee for approval. Voice vote taken with all "aye"; motion carried.

***At 2:13 PM, Personnel Director Zvolena left the meeting.***

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

At 2:14 PM, motion by Doris Bakker, 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 2:32 PM, motion by DuWayne Trunkel, 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.

***At 2:33 PM, Personnel Director Zvolena and Emergency Management Director Ross joined the meeting.***

## **Ongoing Relationship between Law Enforcement and Emergency Management**

The Law Enforcement/Emergency Management committee discussed the relationship between Law Enforcement and Emergency Management.

***At 3:24 PM, Personnel Director Zvolena left the meeting.***

## **Minutes**

Motion by Frieda Rollins, seconded by Doris Bakker to approve the minutes of the August 26, 2019 meeting. Voice vote taken with all "aye"; motion carried.

## **Minutes**

Motion by Doris Bakker, seconded by Gordon Haselow to approve the minutes of the September 11, 2019 meeting. 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 DuWayne Trunkel, seconded by Gordon Haselow to approve the journal entries as presented. Voice vote taken with all "aye"; motion carried.

## **County Credit Card Monthly Billing**

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

## **Monthly Division Reports**

Chief Deputy Hirsch shared the monthly division reports with the committee as well as stating that there are 1,258 Emergency Medical Dispatch (EMD) calls year to date (YTD) and 142 Emergency Medical Dispatch (EMD) calls for the month of August.

## **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 Meetings
- Exercises
- Safety and Security Committee
- Clark County Farm Technology Days 2022
- Family Assistance Center Planning
- July 19<sup>th</sup>-20<sup>th</sup> Tornadoes and Storms

## **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: Two (2) telecommunications deputy positions are in training; one (1) open telecommunications deputy position in the background process.

Corrections: No full time openings.

## **Compensation for Holidays for Corrections and Communications**

Motion by Doris Bakker, seconded by DuWayne Trunkel to approve the Corrections and Communications Division employees who pick up someone else's shift on a holiday receive the absent employee's holiday pay for that holiday in addition to their own holiday pay and forward to the Personnel Committee for approval. Voice vote taken with all “aye”; motion carried.

***At 3:45 PM, Maintenance Supervisor Dillenbeck joined the meeting.***

### **Repair Appraisals and General Maintenance for the Jail**

The committee discussed the repair appraisals and general maintenance for the jail. The committee will have Maintenance Supervisor Dillenbeck get some estimates for the drywall repair.

***At 4:04 PM, Emergency Management Director Ross left the meeting.***

***At 4:08 PM, Emergency Management Director Ross joined the meeting.***

***At 4:25 PM, Maintenance Supervisor Dillenbeck left the meeting.***

### **Conferences/Trainings**

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

### **Training Request for Administrative Assistant**

Motion by Doris Bakker, seconded by Gordon Haselow to approve the training request for Administrative Assistant Schulze to attend the New World training in Duluth, Minnesota on October 22<sup>nd</sup> and 23<sup>rd</sup>, 2019. Voice vote taken with all "aye"; motion carried.

### **Sheriff Report**

Sheriff Haines discussed the following:

- 22 new detective cases in August
- Exit Interviews
- Brief update on the incident in the City of Loyal
- Mounted Search and Rescue training

### **2020 Law Enforcement Budget Update**

Chief Deputy Hirsch updated the committee on the 2020 Law Enforcement Budget which is approved without changes and will be forwarded to the full county board for approval. The MotoShot target system and the transport van were also approved for 2019 budget.

### **2020 Emergency Management Budget Update**

Emergency Management Director Ross updated the committee on the 2020 Emergency Management budget which was approved without changes and will be forwarded to the full county board for approval.

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

The next regularly meeting is scheduled for October 29, 2019 at 2 PM in the LEC Training Room (309) at the Clark County Courthouse in Neillsville.

A special meeting for the ERT presentation is scheduled for October 22, 2019 at 2 PM at the Clark County Sheriff's Office Shooting Range at County Highway M in Thorp, Wisconsin.

## **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:

- Emergency Response Team (ERT) Presentation (Closed Session)-10/22/19
- Presentation on Internal Investigations (Closed Session)-10/29/19
- Radio System Issues and Duties-10/29/19
- Repair Appraisals and General Maintenance for the Jail-10/29/19
- Update on the city of Loyal Incident (Closed Session)-10/29/19

## **Public Comment**

None at this time.

## **Adjournment**

Motion by Doris Bakker, seconded by DuWayne Trunkel to adjourn. Voice vote taken with all "aye"; motion carried. Meeting adjourned at 4:44 PM.

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