

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. June 28, 2017

Portage County Law Enforcement Center – Training Room

Members Present:       Chairman Dan Dobratz  
                                  Member Stan Potocki  
                                  Member Dale O'Brien  
                                  Member Don Jankowski  
                                  Member James Zdroik

Members Excused:

Others Present:        Chief Deputy Dane Kontos  
                                  Captain Dale O'Kray, Portage County Sheriff's Office  
                                  Captain Cory Nelson, Portage County Sheriff's Office  
                                  Rocky Bolder, Portage County Sheriff's Office  
                                  Clair Glisczynski, Recorder, Portage County Sheriff's Office  
                                  Denise Schultz, Communications Manager, Portage County Sheriff's Office  
                                  Joe Brandt, Director Emergency Management  
                                  Paul Riegel, Deputy Director Emergency Management  
                                  Lacey Coonen, Interim Deputy Corporation Counsel  
                                  Jennifer Jossie, Finance Director  
                                  Gordon Renfert, Park Ridge Trustee

The meeting was called to order by Chairman Dobratz at 7:01 a.m.

**Approval of Minutes:**

Motion by O'Brien/Potocki to approve the Public Safety/Emergency Management Committee Meeting minutes for May 24, 2017. Motion carried unanimously.

**Correspondence:**

**Vendor Invoice List Reports:**

Motion by Zdroik/Potocki to place the May 2017 vendor invoice list reports for Ambulance, Emergency Management, Sheriff and Coroner on file. Motion carried unanimously.

**Emergency Management/EMS – Monthly Activity Report & Correspondence:**

The following report was distributed as part of the meeting packet:

► *Department of Emergency Management/Emergency Medical Services Report to Committee*

- Town of Plover Wisconsin Disaster Plan Application was submitted
- June 12, 2017 storm – Emergency Management is working with municipalities to ensure they are completing the disaster plan applications and tracking their expenses properly.
- Computer HazMat Grant was awarded
- Request for Proposal (RFP) for expansion for EMS in Plover is in process with a 7/13 meeting to go over the RFP before distribution.
- Emergency Management staff is still being denied access to patient care report for patients for the Stevens Point Fire Department (SPFD). Emergency Management has been unable to perform quality assurance since January. Joe Brandt has requested access four times and it has not been granted access. Emergency Management has had access in the past up until January 2017. Joe Brandt requested support from the Public Safety Emergency Management Committee.

Motion by Zdroik/O'Brien to put Emergency Management/EMS- Monthly Activity Report on file. Motion carried unanimously.

### **Sheriff's Office:**

#### Jail Activities

The following reports were distributed as part of the meeting packet:

▶ *Monthly Jail Report for May 2017*

▶ *Home Detention Program Statistics for May 2017*

- Shipping costs for Waupaca for May 2017 \$36, 890 which is the contract minimum with Waupaca.
- Jesse Adam will start employment as a Corrections Officer on July 11, 2017.
- Stacey Morton has completed the Field Training.
- Tim Mckeown will be completing Field Training at the end of July 2017.
- Video Visitation has been running people are starting to use them.
- Video visitation reduces manpower by not having to move inmates as often, all video visits take place in the cell blocks.

#### Operations Activities

- Lieutenant, Steve Retzki announced his retirement for December 1, 2017
- Deputy, Jordan Nissen submitted his resignation, Robert Krummel will be replacing him as a Deputy and starting on August 14, 2017 pending the passing of all pre-employment testing.
- The Town of Grant Simaulcast tower construction has been approved.
- Jessica Mueller, Communications Technician, has resigned. Jessica Peterson will be starting as a Communications Technician on July 3, 2017.
- Kody Krieg, Communications Technician, has completed field training
- A new application process was initiated in anticipation of possible retirements

#### Administrative Activities

- Chief Deputy Kontos commended the Communications Technicians for their hard work and ability to handle the volume of calls during the storm on June 12, 2017. There was over 700 incoming calls.

Motion by O'Brien/Jankowski to place the reports on file. Motion carried unanimously.

**Coroner's Office Activity Report:**

Chairman Dobratz advised that Human Resources is working with the Coroner on changing the Coroner position to a Medical Examiner's position.

Motion by O'Brien/Jankowski to put Coroner's Report on file. Motion carried unanimously.

**Public Notice:** Chairman Dobratz read the Public Notice – Gordon Renfort, Park Ridge Trustee requested to speak regarding the resolution amending the Portage County Ordinance 4.9 prohibiting vicious animals.

**DISCUSSION ONLY:**

**Contract Award to Alex Pro Firearms for new Patrol Rifles**

- The Sheriff's Office has completed an Request for Purchase (RFP) for 52 patrol rifles
- The mismatched long guns that are currently in inventory will be replaced by the new rifles which are all the same model, making training and upkeep of the rifles more efficient.
- All rifles are semi-automatics and 5.56 mm

**DISCUSSION WITH POSSIBLE ACTION:**

**COPS Grant Application:**

The following document was distributed as part of the meeting packet:

▶ *COPPS Grant Application Form*

- The Grant application is for the addition of two deputies , the federal government would cover 75% of those positions for three years
- The County Executive advised she was interested, there have been COPPS officers in the past and the Sherriff would like to pursue the two positions.
- After the three year period the officers would either be laid off or absorbed into the budget depending on timing and retirements. In the past the positions were absorbed.

Motion by Potocki /O'Brien to approve the use of the COPPS Grant. Motion carried unanimously.

**Approval of Contract with CarFax for investigative tool software**

The following documents were distributed as part of the meeting packet:

▶ *CarFax Contract for law enforcement*

- In return for having access to all CarFax data for investigative purposes the Portage County Sheriff's Office would provide CarFax with electronic copies of crash reports. There will be no cost involved.

Motion by Zdroik/O'Brien to approve contract with CarFax for investigative tool software. Motion carried unanimously.

**Amending the 2017 County Budget to Include an Additional Corrections Officer:**

The following documents were distributed as part of the meeting packet:

▶ *Resolution Amending the 2017 County Budget to Include an Additional Corrections Officer*

- The County Executive agreed to support the addition of one Corrections officer out of sequence
- A budget adjustment will be required
- Member Stan Potocki voiced his support of the addition of a Corrections Officer

Motion by Potocki/Jankowski to approve the Request to amend the 2017 County Budget to include an Additional Corrections Officer. Motion carried unanimously.

**Resolution amending Portage County Ordinance 4.9 prohibiting vicious animals**

The following documents were distributed as part of the meeting packet

▶ *Resolution Amending Ordinance 4.9*

▶ *Ordinance 4.9 with additions/changes regarding vicious animals highlighted*

- Gordon Renfert spoke in support of the amendment of the ordinance defining vicious animals and increasing the penalties
- The update was taken to the Animal Control group, which is all municipalities with the exception of Nelsonville, Junction City and the Town of Buena Vista.

Motion by Zdroik/Jankowski to approve the Resolution amending Portage County Ordinance 4.9 prohibiting vicious animals. Motion carried unanimously.

**Adjournment:**

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, July 26, 2017, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by Zdroik/O'Brien to adjourn the meeting at 7:38 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Clair Glisczynski