

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. July 26, 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

Others Present: Sheriff Mike Lukas
 Chief Deputy Dan Kontos
 Captain Cory Nelson, Portage County Sheriff's Office
 Rocky Bolder, Portage County Sheriff's Office
 Clair Glisczynski, Recorder, Portage County Sheriff's Office
 Karen Moran, Administrative Services Manager, Portage County Sheriffs' Office
 Denise Schultz, Communications Manager, Portage County Sheriff's Office
 Joe Brandt, Director Emergency Management
 Joe Gemza, Assistant Chief, Steven Point FD/Portage Co Ambulance
 Mark Deaver, Fire Chief, Village of Plover Fire Department

The meeting was called to order by Chairman Dobratz at 7:00 a.m.

Approval of Minutes:

Motion by O'Brien/Zdroik to approve the Public Safety/Emergency Management Committee Meeting minutes for June 28, 2017. Motion carried unanimously.

Correspondence:

Dale O'Brien advised he has received scam phone calls claiming the IRS is calling. Sheriff Lukas advised that these scams have been communicated on social media in Portage County and Marathon County.

Vendor Invoice List Reports:

Motion by Jankowski/Zdroik to place the June 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*

- Summary of report provided
- 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.

- Storm with EF zero tornado affected on a property in Stockton
- Amherst Disaster drill coming up
- Emergency Management will have the first meeting 07/26/2017 to enter into direct negotiations with the Village of Plover for EMS expansion.

Motion by Jankowski/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 June 2017*
- ▶ *Home Detention Program Statistics for June 2017*

- Shipping costs for Waupaca for June 2017 were \$35,700 which is the contract minimum with Waupaca County.
- Juvenile detention center as of 07/26/2017 is housing 11 juveniles. The June 2017 average is 8.7 juveniles compared to June of 2016 which was 5.4 juveniles. There have been significant increases.
- Of the 11 juveniles only two are from Portage County. Other counties in Wisconsin have closed juvenile detention centers contributing to the increase.
- There are only 13 juvenile detention centers in the state

Operations Activities

- Moving forward with Simulcast, there is a delay in testing for the Town of Grant tower until spring
- A new deputy will be starting soon from the Town of Grand Rapids Police Department
- A new Deputy eligibility list is being created in anticipation of the retirement of Lt. Steve Retzki
- The Portage County Sheriff's Office has entered into the application process to join the North Central Emergency Response Team which is a group of north and north central law enforcement agencies working together on pre-planned mutual aid for large scale events
- Denise Schultz, Communication Manager, addressed the Towns Association and gave a presentation on the Portage County Communications Center. Chief Deputy Kontos complimented Denise on a job well done.
- A Communications Technician trainee submitted his resignation
- Jessica Peterson is a new Communications Technician in training
- Two positions are currently open in the Communications Division and two background checks are in process

Administrative Activities

- A new Records Specialist should be in place by August 14th or 21, 2017
- There was a malfunction on a sex offender's electronic monitoring device on Sunday July 23, 2017 in the Town of Alban. The malfunction created a public alert via Blackboard as well as alerting the Sheriff's Office and the sex offender was picked up by the Portage County Sheriff's Office within ten minutes. The Portage County Sheriff's Office followed Wisconsin Department of Justice protocol. The Sheriff also noted that it takes a few seconds for the Blackboard messages to play.
- The Guns Hoses softball game and fundraiser is on August 26, 2017. The Guns and Hoses fundraiser at Golden Sands was successful.
- The Sheriff's Office is in the budget cycle for 2018. The 2018 budget draft will be included in the August 2017 Public Safety/Emergency Management Meeting.
 - The 2018 budget draft is due August 11, 2017
 - 0% increase from 2017 to 2018
 - Requesting six new positions, two deputies, two corrections and two Communications Technicians, this is in addition to the out-of-sequence Corrections Officer that was approved

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

Coroner's Office Activity Report: None

Public Notice: None

DISCUSSION WITH POSSIBLE ACTION:

Resolution: Making technical amendment to chapter 5 of the Portage County Code of Ordinances relating to citations:

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

► *Resolution*

- Technical Amendment keeping up-to-date with state statutes
- The Corporation Council suggested an update to the resolution after the packet had been sent out, changing "Department head" to "Department heads"

Motion to update the change in Chapter 5 of the Portage County Code of Ordinances as stated in the version distributed in the meeting by Jankowski/O'Brien. Motion carried unanimously.

Motion by Jankowski/Potocki to accept the original technical amendments to Chapter 5 of the Portage County Code of Ordinance. Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, August 23, 2017, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by Zdroik/O'Brien to adjourn the meeting at 7:23 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Clair Glisczynski