

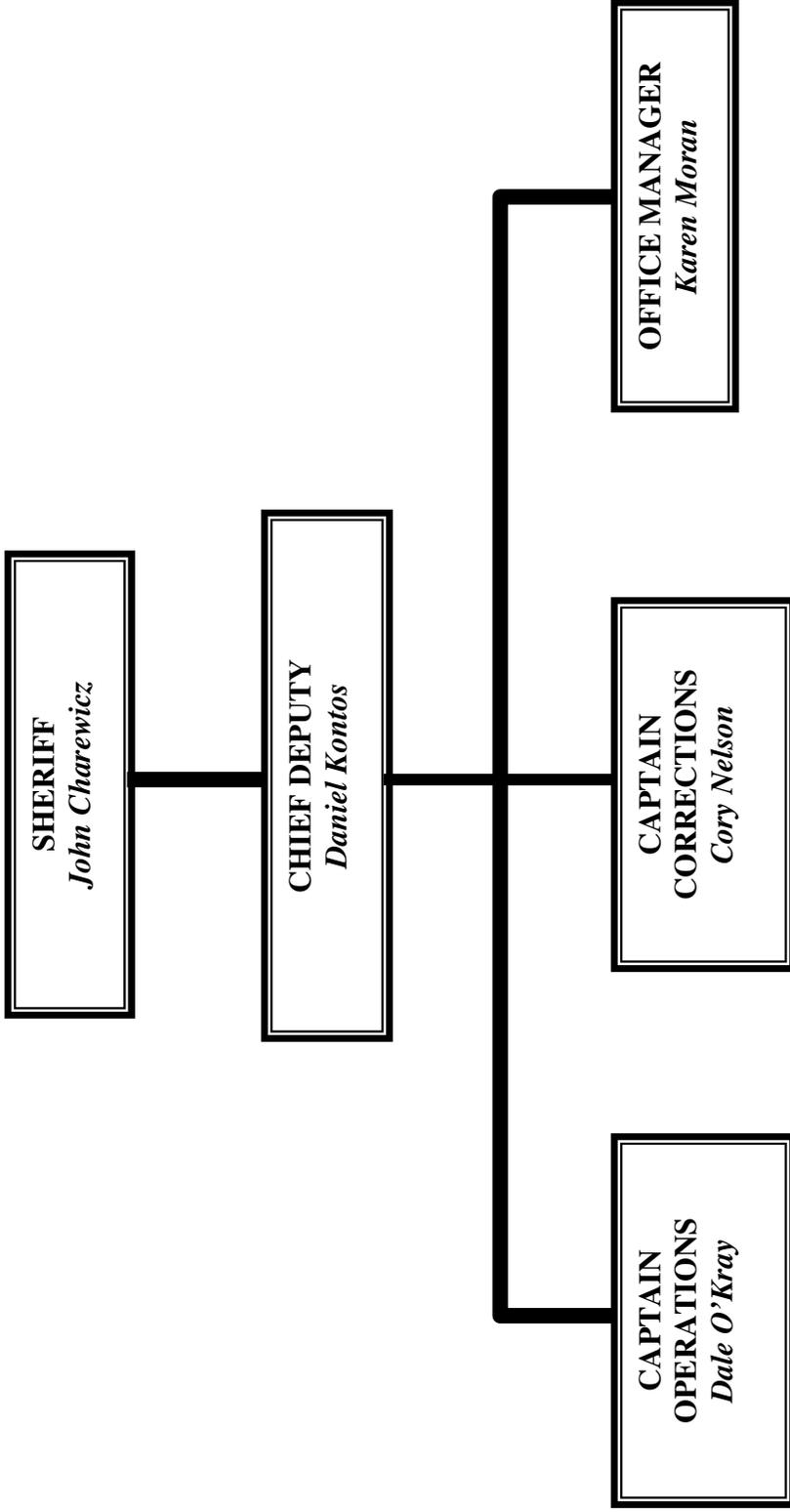


**Portage County
Sheriff's Office**

Annual Report 2011

John E. Charewicz, Sheriff

Committed to Professional Courteous Service and Protection



OFFICER MANAGER
Karen Moran



BOOK KEEPER
Mary Jo Bartkowiak

ADMINISTRATIVE SECRETARIES
(2 1/2)
Carrie Mueller
Jennifer Lutz
VACANT(1/2)

CAPTAIN of OPERATIONS
Dale O'Kray

SHIFT LIEUTENANTS (3)
Jan Taylor
Steve Retzki
Michael Morgan

SUPPORT SERVICES LIEUTENANT (1)
James Grubba

PATROL SERGEANTS (4)
Kurt Schweers
James Poznaniak
Ben Beaudoin
Nicki Lukas

COURT SERVICES SERGEANT (1)
Michael Lukas

EVIDENCE SERGEANT (1)
Gina Boettcher

DETECTIVE SERGEANT (1)
Nick Griesbach (Sgt.)

PATROL DEPUTIES (22)
Robert Wanta
Daniel Wachowiak
Kevin Sorenson
Travis Morgan
Matt Gumney
Robert Johannes
Travis Levandowski
Jason Meidl
Eric Koepsell
Ryan Hoffman
Tyler Miller
Kevin Flick
Craig Loiselle
Anthony Gischia
Robert Hamilton
John White
Matthew McDonald
Dustin Kitzman
Chad McClellan
Steve Brown
Kimberly DesRosier
Blake Porter

TRANSPORT/ CIVIL PROCESS (2)
Michael Rayala
Jared Mayer

COURT SERVICES (2)
Jacob Wills
Florian Chojnacki

SAFETY OFFICER (1)
Megann Spindler

DETECTIVES (4)
Brian Mandeville (Sgt.)
Wayne Kropidowski
Josh Ostrowski
VACANT

DRUG INVESTIGATOR (1)
Jeff Coey

LEAD COMMUNICATION TECHNICIAN (2)
Gerelyn Glodowski
Denise Schultz

COMMUNICATIONS (8)
Bonnie Drescher
Timothy Peterson
Gina Fenoglio
Susan Dimka
Penny Oliver
Michele Dorhorst
Heather Kaphaem
Vacant

FLEET TECHNICIAN (1)
Todd Hornick

CAPTAIN of CORRECTIONS
Cory Nelson

SUPERINTENDENT
JUVENILE (1)
Ross Dick

SERGEANT (1)
Dale Boettcher

CORPORALS (5)
Richard Bolder
Terry Ziem
Marsha Jakubiak
Ronnie Leach
Tammy Shoemaker

JUVENILE
DETENTION
OFFICERS (8)
Robert Golla
Heidi Adamski
Sean Houlihan
Debra Martin
Kate Bates
Lisa Hansen
Andrew Thurs
Brant Murray

JAILERS (15)
Johnny Ciulla
Jenny McCarthy
Richard Kalpinski
Penny Borski
Joe Ries
Dean Seitz
Barry Gardner
Chris Glodowski
Tricia Reshel
Mindy Blanchar
Samantha Anderson
Dale Kuhlka
Michael Fink
Craig Ternouth
Emily Cichosz
Meegan MacDonald

Portage County Sheriff's Office

Operations Division

Patrol

The Portage County Sheriff's Office Patrol consists of 22 Patrol Deputies, 4 Patrol Supervisors, and 3 Shift Commanders. These deputies provide patrol services 24 hours a day, 365 days a year. These services include coverage of approximately 810 square miles including coverage of interstate, state, county and town roads. The Patrol section provides full time law enforcement services for all townships, villages and unincorporated villages that do not have a law enforcement agency and assist the two agencies that do provide full time coverage. In Portage County only the City of Stevens Point and the Village of Plover have full time law enforcement coverage. Portage County consists of 17 townships, 9 villages and 10 unincorporated villages. The population of the county, excluding Stevens Point and Plover, is approximately 32,000.

The Sheriff's Office is responsible for enforcing state and local laws, and all motor vehicle laws. They respond to and investigate motor vehicle crashes, all criminal activity reported or observed - including but not limited to domestic violence, disturbance, death, burglary, theft, damage to property, weapons, sexual assault, other assaults, fire, mental illness, missing/runaway persons, motor vehicle theft, narcotics, rescue, robbery, suspicious person/vehicle/circumstances, trespassing, wanted person, 911 calls and alarms.

There will be situations which require specialized training to address the more serious situations that law enforcement deals with without posing a greater danger to the public or the officers. This is when the Special Response Team (SRT) and Hostage Negotiation Team are called in. SRT personnel are members of the Sheriff's Office who have been specially trained and equipped to deal with hostage situations, barricaded subjects, persons who are heavily armed or suspected of being heavily armed and drug warrants.

In addition to the regular duties in the deputies' job description they are also involved in other duties requiring specialized training as mentioned above. These include:

Field Training Program	Search & Rescue	SRT
CounterAct program	EVOC Instructor	Dog Handler
Community Service Presentation	Defense and Arrest Tactics	
Accident Reconstruction	Firearms & Taser Instructor	

Support Services Branch

The Administrative section consists of one Administrative Lieutenant, one Property Sergeant, one Court Officer and two Court Security Officers. The Administrative Lieutenant is also responsible for overseeing the Detective Bureau and the Communications Center.

Court Services Unit

In 2007, the Sheriff's Office started the Court Security Unit, which consists of two deputies that are assigned to the second floor of the Court House. Their duties include court security and transporting inmates to and from the jail for court appearances. In 2011, the Sheriff's Office expanded the Court Security Unit and renamed it to Court Services Unit. This Unit now includes two deputies for second floor courthouse security, two deputies for civil process/inmate transports, one deputy for schools and safety programs and one sergeant to supervise this unit.

Attached is the 2011 Activity Report for the Court Services Unit.

Civil Process/Inmate Transport

Two deputies are assigned to the duties of civil process and transports from the Court Services Unit. These deputies are responsible for providing transport of people in our custody to different facilities throughout the State of Wisconsin. Deputies traveled 70,016 miles in 2011, logging 1,974 hours and transporting 1,345 inmates.

These deputies are also responsible for serving civil process. In 2011, a total of 1,315 civil process papers were issued. Deputies were able to serve 879 of these papers. Deputies also logged 970 attempts on the remainder of the papers.

Detective Bureau

The Detective Bureau consists of five Detectives and one Drug Investigator. The Detective Bureau is charged with the investigation of crimes and other matters that happen within Portage County, particularly those matters which would require more time or resources. This includes burglaries, sexual assaults, child welfare investigations, arsons, death investigations, and computer crimes. The Detective Bureau also assists in auto accidents involving fatalities where charges may be filed. The Bureau also works in a joint effort with other local, state, or federal agencies. In 2011, the Detective Bureau was primarily assigned to or assisted in approximately 265 investigations.

The Portage County Drug Investigator works cooperatively with the Stevens Point Police Drug Investigator and the Plover Police Department. The Drug Investigator is also an active member of the Central Wisconsin Drug Task Force, which includes eight Central Wisconsin counties and fourteen law enforcement jurisdictions.

In 2011, Investigators seized over 18 pounds of processed marijuana, 98 marijuana plants, one ounce of cocaine, and approximately 140 prescription pills.



Portage County Sheriff's Office
Court Services Unit
2011 Activity Report

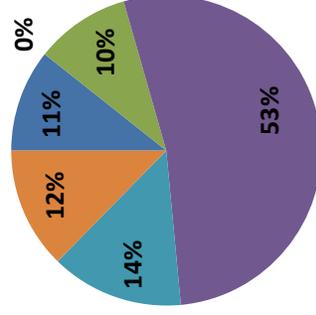


Month	Law Enforcement Actions						Checkpoint Screening				
	Arrests	Citations	Warrants	Escorts	Disturbances	Other Actions [1]	Number Screened	Firearms	Knives	Other Weapons [2]	Other Contraband [3]
January											
February											
March (4)	3		5	7	10		1427		42	6	
April	6		10	6	15	20	4093		72	35	
May	11		7	44	18	11	3683		101	27	
June	8		9	47	11	11	3223		74	22	
July	4		12	37	5	7	3267		57	13	
August	11		4	53	9	12	3760		59	12	
September	6		4	46	8	9	3550		55	22	
October	11		9	61	8	7	3829		54	30	
November	10		5	46	7	6	3301		55	30	
December											
Total	70	0	65	347	91	83	30133	0	569	197	0
Mean (Average)	8		8	43	10	10	3588		66	24	
Daily Average	0.4		0.4	2.1	0.5	0.5	179.4		3.3	1.2	
High	11		12	61	18	20	4093		101	35	
Median	9		8	46	8.5	10	3616.5		58	24.5	
Low	4		4	6	5	6	3223		54	12	

Notes:

- (1) Other actions include responding to panic alarms, door alarms, etc.
- (2) Other weapons include razors, scissors, pepper spray, ammunition, and multi tools.
- (3) Other contraband includes any illegal item discovered during screening.
- (4) The month of March includes active screening from 3/23 to 3/31.
- (5) Includes only April through December.

CSU Workload Distribution



Portage County Sheriff's Office

2011 Safety Programs

School Programs

The Portage County Sheriff's Office offers school safety programs in nine different schools in Portage County. All the schools are located in the jurisdiction of Portage County. The schools are:

1. Almond High and Elementary School
2. Amherst High and Elementary School
3. Bancroft Kindergarten
4. Grant Elementary School
5. J.F. Kennedy Elementary, Village of Junction City
6. McDill Elementary, Village of Whiting
7. Rosholt High and Elementary School
8. St. Adalberts Elementary and Middle School, Rosholt
9. Sacred Heart Elementary and Middle School, Polonia

The schools are provided with a list of programs offered at the beginning of the year. They are as follows:

Stranger Awareness	Abduction Prevention	K.I.D.S. Fingerprinting
Latch Key Program	9-1-1 Emergency Phone Calls	Drug Free Programs
Poison Awareness	Eddie the Eagle-Gun Safety	Code React Drills
Internet Safety	Counter-ACT	Bike Safety
Bike Rodeo	Vandalism	Shoplifting
Driver's Education Talks	Alcohol and Drugs Talks	Safety Cadet Training
Sheriff's Department Tours	Sexual Assault Talks	
DNR Safety Programs – ATV, Snowmobile, Boating, and Hunter Safety		

These are the programs offered to the schools but not limited to since the school will request presentations related to specific problems that arise throughout the school year including bully talks, personal space, and inappropriate touching.

Programs that were completed in the year 2011 and the approximate students participating:

Stranger Awareness – Approximately 350 students (all Kindergarten)
Latch Key – 250 Students (2nd, 3rd, and 4th grades)
K.I.D.S. Fingerprinting – Approximately 350 students (all Kindergarten)
9-1-1 Emergency Phone Calls – (1st & 2nd grades, JFK & Rosholt)
Counter ACT – 351 students (all 5th or 6th grade students in six of the nine schools)
Code React Drills – (all students in the nine schools)
Poison Awareness – Approximately 350 students (all Kindergarten)
Eddie The Eagle Gun Safety – 100 students (1st & 2nd grades, JFK and Rosholt)
Bike Safety – 1500+ students (2nd, 3rd, and 4th grades)
Bike Rodeo – 1200+ students (2nd, 3rd, and 4th grades)
Sheriff's Department Tours – 20 tours with an average of 15 students per tour
Safety Cadets – 400+ students (4th, 5th, and 6th grades)
Vandalism – 150 students (4th grade)
Internet Safety – 400+ students (5th & 6th grade and Adults)

Bully Talk – 350+ students (14 classes – All grades)
Personal Space/Inappropriate Touching – (All ages)
Sexual Assault Talks – 350+ Students (Middle School and High School Students)

Most of the topics listed above are one-session talks. The Counter ACT program is more in depth and is six one-hour sessions, which include a presentation to the parents. Each program has material handouts for the students, which include workbooks and fun stuff for the kids. We also have gun lock giveaways and bike helmets available for families that cannot afford them.

Community Programs

We also conduct Neighborhood Watch programs. We have a strong existing Neighborhood Watch Program, and it continues to grow. We speak at daycares, elderly housing complexes and driver education classes. We also offer our digital fingerprinting assistance to local safety day events throughout the county.

Citizen's Patrol Academy

A 2011 Citizen's Academy was offered this year and was a joint effort with Stevens Point Police Department. The academy was hosted primarily at SPPD and was held under the name Emergency Services Citizen's Academy. The academy provided an overall view to all emergency services provided in Portage County. The academy was very well received and will be hosted by Portage County Sheriff's Office in 2012.

Crime Stoppers and Quick 50 Programs

A Sergeant is responsible for the Crime Stoppers and Quick 50 Program. We run ads every other week on several local radio stations (taped by WYTE radio) and Channel 9 Television. Both the radio and television stations tape and broadcast for free as a public service. In 2011, there were 48 tips phoned in, amounting to 35 persons being arrested and 44 cases being solved. A total amount of \$2,100 was paid out to tipsters throughout the year.

Department of Natural Resources Programs

The Sergeant is also responsible for Department of Natural Resources Programs. Since the inception of mandatory training for youths to participate in ATV, Snowmobile and Hunter Safety, the Sheriff's Office classes have usually been filled to capacity of 40 students. In 2011, the Sheriff's Office ran three Hunter Safety courses, one Snowmobile Safety course, two ATV Safety courses and one Boating Safety course. The Sheriff's Office has approximately twelve instructors that help with these programs.

The Sheriff's Office also runs Department of Natural Resources Patrols with boats, ATVs and snowmobiles. The Portage County Sheriff's Office provided 342 hours of Boat Patrol, 35 hours of ATV Patrol and 179 hours for Snowmobile Patrol. All patrols are reimbursed through the State of Wisconsin at a rate of 60 to 100 percent. We currently have one large boat for patrol, Sea Doo personal water craft for patrol and one small boat for rescue. We also have two snowmobiles and two ATVs.

Portage County Sheriff's Office

Records Division

The Records Division consists of five full-time civilian employees. Included in this count are two full-time Law Enforcement Records Specialists, one full-time Limited Term Law Enforcement Records Specialist Employee, one full-time Finance Employee/Bookkeeper and a full-time Office Manager. These employees play a vital role in the bookkeeping, human resources and records management functions of the Sheriff's Office.

The Law Enforcement Records Specialists are responsible for various duties, including but not limited to:

- (1) Accurately maintaining the Records Management System for incident and crash reports in a manner as to comply with records retention laws and ordinances and for easy retrieval for records requests;
- (2) Transcribing statements from recorded media for the Detective Bureau and Patrol Officers;
- (3) Preparation of civil process papers for service by deputies;
- (4) Managing the Sheriff's Sale process from receipt of Notification of Foreclosure Sale through Bid Process and receipt of Sheriff's Deed and Report of Sale and filing with Clerk of Courts;
- (5) Completing background check requests from the public, military and law enforcement agencies while strictly adhering to all Wisconsin Open Records Law standards and departmental policy.

These staff members also handle reception duties by assisting visitors to the administrative offices and jail and assisting walk-in customers with requests for reports and directing telephone calls to appropriate individuals and/or departments.

The Records Division is also responsible for the financial transactions of the Sheriff's Office. The Bookkeeper and Office Manager manage inmate commissary and billing accounts using Stellar Services software; they safeguard inmate monies by managing a separate checking account for deposits and disbursements. They are also responsible for the processing of all monies received into the Sheriff's Office, bank reconciliations for the Fee and Huber Trust accounts and collecting outstanding monies due the Sheriff's Office through invoicing, collection, and tax intercept programs. Other services performed include purchasing of equipment and supplies, preparation of departmental payroll, preparation of procurement card payments, processing payments to vendors through the voucher program, managing the Department's grant program and compliance with the Fair Labor Standards Act (FLSA) reporting requirements.

The Office Manager oversees the administrative work of the Sheriff's Office and supervises administrative support staff with dotted line authority over the Finance Department's Bookkeeper who is housed at the Sheriff's Office. This position is responsible for oversight and backup for all requirements of the Bookkeeper position and acts as a liaison between the Sheriff's Office and other County Departments. This position takes the lead in reviewing processes and procedures

within the Records and Bookkeeping areas of the Sheriff's Office and recommends changes and/or automation to achieve time and cost savings and/or gain efficiencies. The Office Manager participates as a member of the Sheriff's Office management team and actively participates in the development of the budget and monitors budget activity. She also administers Human Resources policies in conformance with union contracts and department guidelines and prepares job evaluations and job descriptions and identifies training needs.

The administrative staff also serves as Recording Secretary to the Portage County Public Safety/Emergency Management Committee and the Portage County Traffic Safety Commission by preparing the agendas and minutes.

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Portage County Sheriff's Office 2011 Annual Report

Property by Type and Value	2010	2011	% Change	Recovered	% Recovered	Data Source/Comments
						RMS:\Property\Property by Type and Value Report.rpt (Actually Stolen)
Alcoholic Beverages	0	2220.15	100%	141	6%	
Automobiles	\$133,653	\$295,234	121%	\$114,656	39%	(includes stolen/damaged)
Bicycles	\$12,559	\$579	-95%	\$0	0%	
Buses	\$5,000	\$0	-100%	\$0	0%	
Clothing and Furs	\$350	\$5,945	1599%	\$10	0%	
Computer Hardware/Software	\$6,725	\$8,235	22%	\$2,530	31%	
Consumable Goods	\$2,000	\$2,595	30%	\$0	0%	
Credit/Debit Cards	\$0	\$477	100%	\$0	0%	
Drugs/Narcotics	\$0	\$0	100%	\$0	0%	
Drugs/Narcotics Equipment	\$436	\$355	-19%	\$0	0%	
Farm Equipment	\$52,720	\$105,796	101%	\$3,150	3%	
Firearms/Ammunition	\$8,485	\$15,476	82%	\$2,100	14%	
Heavy Construction/Industrial Equipment	\$36,800	\$0	-100%	\$0	0%	
Household Goods	\$5,934	\$9,173	55%	\$0	0%	
Jewelry and Precious Metals	\$88,586	\$28,264	-68%	\$1,400	5%	
Livestock	\$0	\$0	100%	\$0	0%	
Money/Cash	\$175,847	\$311,247	77%	\$111,540	36%	
Office-Type Equipment	\$125	\$2,086	1569%	\$1,000	48%	
Purses/Handbags/Wallets	\$890	\$517	-42%	\$50	10%	
Radio/TV/VCR/Stereo Equipment	\$18,539	\$11,436	-38%	\$801	7%	
Recordings - Audio & Video	\$1,270	\$175	-86%	\$0	0%	
Structures - Single Occupancy Dwelling	\$31,805	\$9,558	-70%	\$0	0%	
Structures - Other Dwelling	\$1,210	\$440	-64%	\$0	0%	
Structures - Commercial/Business	\$16,470	\$13,115	-20%	\$0	0%	
Structures - Public/Community	\$3,420	\$1,337	-61%	\$0	0%	
Structures - Storage	\$2,875	\$300	-90%	\$0	0%	
Structures - Other	\$35	\$3,461	9789%	\$0	0%	
Tools - Power & Hand	\$72,717	\$59,678	-18%	\$6,213	10%	
Trucks	\$6,300	\$10,490	67%	\$0	0%	
Vehicle Parts/Accessories	\$13,602	\$17,852	31%	\$2,751	15%	
Boats/Watercraft	\$5,236	\$2,010	-62%	\$0	0%	
All Terrain Vehicles (ATVs)	\$100	\$1,400	1300%	\$0	0%	
Sporting Equipment	\$6,125	\$9,088	48%	\$100	1%	
BB/Pellet Guns	\$25	\$0	-100%	\$0	0%	
Other	\$143,453	\$302,253	111%	\$6,001	2%	
Total:	\$853,292	\$1,228,574	44%	\$252,301	21%	
Property Stolen by Classification	2010	2011		Amount	Average	Data Source/Comments
						RMS:\Property Stolen by UCR Report.rpt (How it was Stolen). If new Property Groups, add.
Larceny Theft:						
All Other Larceny	142	309		\$608,535	\$1,969	
All Other Offenses	18	2		\$1,577	\$789	
Arson	1	1		\$14,000	\$14,000	
Bicycles	0	0		\$0	\$0	
Burglary/Breaking and Entering	555	347		\$150,288	\$433	
Destructive/Damage/Vandalism of Property	215	224		\$113,885	\$508	
Disorderly Conduct	2	4		\$1,980	\$495	
Drug Equipment Violations	62	71		\$310	\$4	
Drug/Narcotic Violations	74	88		\$0	\$0	
False Pretense/Swindle/Confidence Game	5	6		\$2,454	\$409	
Forgery/Counterfeiting	7	8		\$7,647	\$956	
Fraud Credit Card/Automated Teller Machines	31	14		\$32,940	\$2,353	
Impersonation	4	4		\$4,486	\$1,122	
Motor Vehicle Theft	13	41		\$232,859	\$5,679	
Robbery	2	0		\$0	--	
Shoplifting	0	0		\$0	\$0	
Stolen Property Offenses (Receiving, etc.)	1	3		\$601	\$200	
Theft From Any Coin-Operated Machines	1	0		\$0	--	
Theft From Buildings	178	112		\$28,657	\$256	
Theft From Motor Vehicles	78	72		\$20,710	\$288	

Portage County Sheriff's Office 2011 Annual Report

Theft of Motor Vehicle Parts & Accessories	8	1		\$50	\$50	
Wire/Computer/Other Electronic Manipulation	0	0		\$0	--	
Worthless Checks	0	0		\$0	--	
Total:	1397	1307		\$1,479,381	\$1,132	
Burglary by Premise Type:	2010	2011	% Change	Amount		Data Source/Comments
Bank/Financial Institution	1	0	-100%	\$0		
Bar/Night Club/Lounge	4	4	0%	\$3,978		
Church/Synagogue/Temple	0	3	100%	\$4,112		RMS:\Incident\Incident Report by Premise Type.rpt (Status Type = 943.10) If new Premise Types, add.
Commercial/Office Building	3	2	-33%	\$1,150		
Construction Site	3	0	-100%	\$0		
Convenience Store	3	0	-100%	\$0		
Government/Public Building	0	1	100%	\$236		
Grocery/Supermarket	0	1	100%	\$165		
Rental/Commercial Storage Facility	0	2	100%	\$275		
Restaurant	1	2	100%	\$3,200		
School (Grade K-12)	2	1	-50%	\$0		
Specialty Store	0	2	100%	\$3,900		
Other/Unknown	3	1	-67%	\$500		
Outbuilding	9	16	78%	\$41,562		
Victim Temporary Lodging	0	2	100%	\$480		
Victim Residence	59	33	-44%	\$80,772		
Offender Residence	0	0	100%	\$0		
Other Residence	1	27	2600%	\$32,485		
Total:	89	97	9%	\$172,816		
Index Crime Offenses (continued)						
Traffic Accidents:	2010	2011	% Change			Data Source/Comments
Property Damage	716	716	0%			RMS:\Accidents(DMV)\Traffic Accident Summary Report.rpt
Personal Injury	156	161	3%			
Fatal	10	4	-60%			
Total:	882	881	0%			
Citation Data:	2010	2011	% Change			Data Source/Comments
Criminal Traffic	175	246	41%			
Uniform Traffic Citations	1,788	2,468	38%			RMS:\Citations\Citations Totals by Type.rpt (NEW); Citations by Date & Statute Report.rpt? OWI=346.63; Speeding = 346.57(4)
County/DNR Ordinance Citations	342	413	21%			
Parking Citations	76	18	-76%			RMS:\Parking\Parking Ticket Totals.rpt
Traffic Warnings Issued:	2010	2011	% Change			
	3108	2,870	-8%			
Operating While Intoxicated Offenses:	2010	2011	% Change			
1st Offense	110	123	12%			Report
2nd Offense	40	35	-13%			
3rd Offense	13	21	62%			
4th Offense	6	10	67%			
5th + Offense	5	8	60%			
Total:	174	197	13%			
Civil Process Data:	2010	2011	% Change			Data Source/Comments
Civil Process Papers Received	1,198	1,315	10%			AS/400: Civil Process Menu #8: Docs Served by Date
Number of Attempts	957	659	-31%			
Number of Papers Served	830	879	6%			
Foreclosure Sales	113	141	25%			

Portage County Sheriff's Office 2011 Annual Report

Collection Efforts				Data Source/Comments		
TRIP - Tax Refund Intercept Program:	2010	2011	% Change			
# of accounts certified for interception*	1,258	296	-76%			*NOTE: The number of accts certified for interception and Total Dollar Amount Certified in 2010 is high due to all accounts having to be recertified when processed through new Stellar software.
Amount Collected by TRIP	\$41,118	\$77,576	89%			
Total Dollar Amount Certified*	\$2,016,978	\$296,644	-85%			
Average Amount Certified	\$1,082	\$880	-19%			

Portage County Sheriff's Office

Communications Center

Level of Service

The Portage County Sheriff's Office Communications Center is commonly referred to as the Dispatch Center. The Center provides a vast array of services to a number of agencies and the citizens of Portage County. The Communications Center is staffed twenty-four hours a day. The Center consists of two (2) Lead Communications Supervisors and eight (8) Communication Technicians. The Center has as many as three (3) Communication Technicians on duty during historically busy times of the day. During the early morning hours when there is usually less activity, the Center may have only one (1) Communication Technician on duty. Beyond the daily duties related to the Portage County Sheriff's Office, the Communications Center provides dispatching and paging duties for the following agencies/incidents:

1. Plover Police Department
2. Portage County Ambulance Service
3. Rapid Response Unit
4. Portage County Parks Department
5. United Ambulance Service
6. 15 fire departments within, and adjacent to, Portage County
7. 13 Emergency Medical Service groups
8. Rescue Squads
9. Humane Society
10. Department of Natural Resources Wardens and Fire Services
11. Hazardous Materials Response Teams
12. Mutual aid requests and MABAS (Mutual Aid Box Alarm System)
13. Fire Investigation Task Force
14. Carbon monoxide calls
15. Medical Priority Dispatching System to aid callers in a medical emergency
16. Advanced Emergency Medical Services –Helicopter(s)
17. Emergency weather services, including siren notification and Weather Spotters

The Communications Center also provides varying degrees of communication services to the Portage County Highway Department, State of Wisconsin Probation & Parole, Portage County District Attorney's Office, Wisconsin State Patrol Troopers working in Portage County, Red Cross, Portage County Humane Society, Portage County Human Services Adult and Juvenile, Coroner's Office, Emergency Management, Lincoln Center drivers and various tow/wrecker services.

Geographical Areas of Coverage

The Portage County Sheriff's Office Communications Center provides communication services to all areas of the 810 square mile county outside the jurisdictional area of the Stevens Point Police Department. The Stevens Point Police Department Communications Center and the Sheriff's Office Communications Center assist each other during times of crisis or high levels of activity. Cross training between the centers ensures the ability to maintain communications throughout the city and county in the event one of the centers becomes inoperable. The Communications Center, as well as the entire Sheriff's Office, works to promote, preserve and deliver quality service to the citizens of Portage County by forming partnerships within the county. These partnerships enhance the security and safety of our community and lead to excellence of service.

Services Provided

The Communications Center provides the vital link between the caller and the responders. The critical information that the Communication Technicians receive is assessed and then disseminated to pertinent emergency responders. This information greatly increases the level of understanding and method of response required for each incident. A Communication Officer handles numerous calls for service each day, with approximately one third of those calls being 911 calls. In the past, the Sheriff's Office Communications Center and the Stevens Point Police Department Communications Center received over 115,000 calls for service via the 911 land lines, 911 cell phone lines, and non-emergency lines. This number increases every year due to cell phone availability. Our Communication Technicians answered more than 40% of 911 calls in less than one second. Over 95% of all calls answered in less than ten (10) seconds. This includes times when multiple calls are received at the same time. The State of Wisconsin recommended average answering time is ten seconds. The Communications Center logged and handled 27,943 calls of service in 2011.

The Portage County Sheriff's Office Communications Center is staffed by highly dedicated, trained professionals, who are committed to providing security and safety to the citizens of Portage County and those traveling through Portage County.

New Technology

The Communications Center upgraded to a software program for emergency medical pre-arrival instructions. The Priority Medical Dispatch software program called ProQA assists Communication Technicians in asking specific medical questions to determine the nature and severity of the medical emergency. The Communications Technicians can receive and transfer life saving instructions more effectively over the phone and relay that additional information to Emergency Medical Services responding to better facilitate the needs of the emergency. The Communications Center continues to be in the forefront of new technology, both in implementation and awareness of what is available to update and continuing to improve emergency services for Portage County.

Portage County Sheriff's Office

Number Of Calls Report by Day of Week - Hour of Day

First Date: 01/01/2011

Jurisdiction: Portage

Last Date: 12/31/2011

04/25/2012 13:57:15

<i>Day / Hour</i>	1-Sun	2-Mon	3-Tue	4-Wed	5-Thu	6-Fri	7-Sat	<i>Total</i>
0	217	84	80	94	101	122	184	882
1	161	65	76	63	91	111	155	722
2	131	53	63	79	69	88	118	601
3	82	47	34	38	36	35	74	346
4	55	31	34	22	28	18	47	235
5	42	40	41	50	39	32	40	284
6	34	77	69	80	65	83	52	460
7	46	182	191	176	180	164	83	1,022
8	141	207	204	215	239	216	209	1,431
9	128	248	225	248	221	249	243	1,562
10	152	237	231	269	244	278	257	1,668
11	131	285	220	221	197	216	296	1,566
12	160	221	229	247	196	251	179	1,483
13	143	253	208	264	252	261	212	1,593
14	144	232	208	224	216	246	185	1,455
15	156	213	207	205	252	243	188	1,464
16	145	216	200	219	192	216	159	1,347
17	139	219	266	205	208	236	187	1,460
18	186	219	218	200	232	224	237	1,516
19	195	186	233	180	201	272	224	1,491
20	128	162	140	169	170	222	208	1,199
21	154	211	235	203	242	313	304	1,662
22	119	169	158	176	199	271	261	1,353
23	106	104	113	157	144	263	253	1,140
Total	3,095	3,961	3,883	4,004	4,014	4,630	4,355	27942

Portage County Sheriff's Office

Number Of Calls Report by Day of Week - Hour of Day

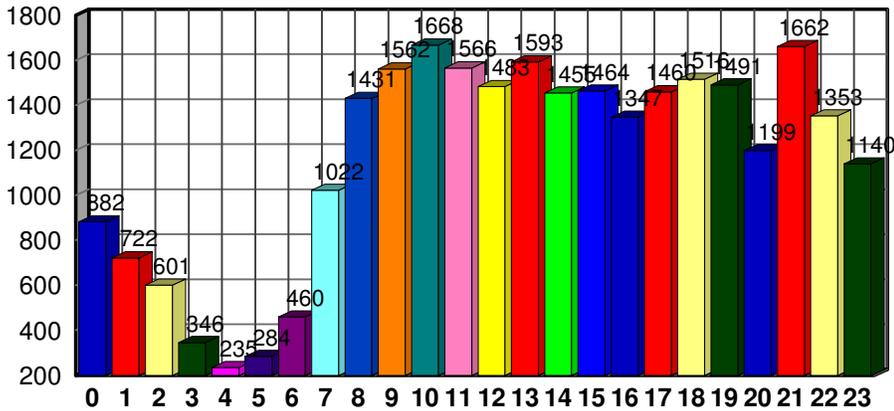
First Date: 01/01/2011

Jurisdiction: Portage

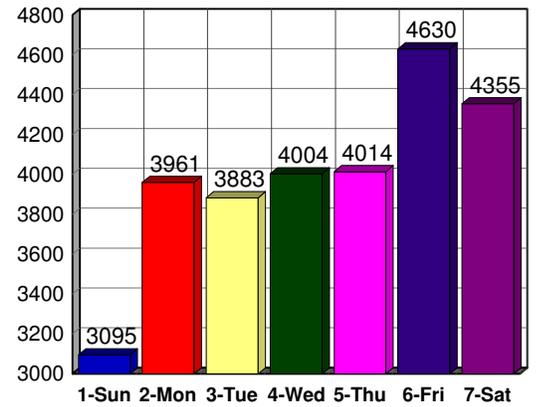
Last Date: 12/31/2011

04/25/2012 13:57:15

Calls By Hour Of Day



Calls By Day Of Week



Portage County Sheriff's Office

Corrections Division

Staff

The Corrections Division employs 24 full-time Correction Officers, five Correction Corporals, a Captain, a Sergeant and a Juvenile Detention Superintendent. Additionally, the Portage County Jail has a new food service vendor. CBM was contracted to staff the kitchen and prepare inmate meals. Jail staff also includes a full-time Jail Social Worker assigned by Human Services, a part-time Psychiatrist from Human Services, and a full-time teacher assigned to the Juvenile Detention Center by the Stevens Point School District. The Jail has a contract with Ministry Medical Group Occupational Medicine to provide part-time medical care at the Jail, a nurse practitioner and a Registered Nurse (RN). The Jail also has a contract with Mid-State Technical College to provide High School Equivalency (HSED)/GED on a part-time basis. Portage County also has a number of other persons providing services to the Corrections Division at no cost or on a volunteer basis. They include religious programs, grandparent mentoring to youth, drug and alcohol treatment, and job coaching.

Captain Mike Baumhofer retired in May 2011. Sergeant Cory Nelson was promoted to the rank of Captain and is the new Jail Administrator. Deputy Dale Boettcher was promoted to the rank of Sergeant and replaced Cory Nelson in the Jail Sergeant position. Corporal Marsha Jakubiak also retired in 2011. Correction Officer Tammy Shoemaker was promoted to the rank of Corporal to replace Jakubiak. Meegan MacDonald was hired to fill Shoemaker's vacant Correction Officer's position.

Adult Jail

Population

Average Daily Population for the Jail was as follows:

	<u>2009</u>	<u>2010</u>	<u>2011</u>
Our Jail	72.07	70.6	60.71
Shipped	48.38	27.6	35.07
HDP	9.20	7.3	7.98
Total	129.60	105.5	103.76
Bookings	1799	1696	1659
Length/Stay	28.43	27.19	23.49

Technology

The Jail continues to use Livescan software, which allows for quick identification of offenders and assists other agencies with identification and photos from our records.

A Guard One system continues to be used in the jail and Juvenile Detention Center. This system creates a method where we are able to conduct checks of the jail and juvenile detention center at 30 minute intervals and document these events in a credible manner. This change continues to

be a major improvement for overall jail safety and security. Thirty (30) minute checks are the best way to lower the risk of problems within a jail setting.

The transition to VisionAir is complete. We book inmates only into Vision programs.

Stellar Teller commissary service started in March 2010. It is an inmate banking and commissary system used to place commissary orders and manage inmate account balances. The new commissary system is an automated system inmates use to order commissary and check their account balances over the phone. The system also allows inmates with a negative balance to deposit money and use half of the deposited funds for commissary and phone time purchases. This has assisted with the collection of old debt.

The Portage County Jail also participates in VINE (Victim Information and Notification Everyday). Vine allows victims and family members to know the status of the defendant. The system can be set up to call or e-mail the victims or family members when the status of the defendant has changed.

Shipping

In 2011, the Portage County Sheriff's Office entered into a two-year contract with Lincoln County. Portage County is now housing their out-of-county inmates solely at Lincoln County. Portage County is currently renting a minimum of 35 beds per day. By contracting with one outside facility, we have cut down on the confusion of locating inmates and last minute transportation needs. Housing costs for 2011 were \$418,688. This dollar figure is close in comparison to 2010 where \$415,255 was spent for housing. These costs do not include transportation or medical needs. The 2011 budgeted amount is \$545,000 compared to the 2010 budgeted amount of \$767,550. Since Portage County started to ship inmates in 1999, Portage County has spent \$5,031,605 in housing costs.

Juvenile Detention

Population Summary for 2011:

	<u>Portage County</u>	<u>Other Counties</u>	<u>Total</u>
Admissions.....	125.....	171	296
Days Served.....	796.....	1,121	1,917
Average Daily Population.....	2.2	3.1	5.3
Average Length-of-Stay.....	6.7	6.5	6.6
Number of counties served.....			11

Portage County Juvenile Detention Center

ANNUAL REPORT - 2011

Statistical or Financial Measure	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Annual Total or Average	Previous Year (2010)
<i>Number of Days in Quarter =</i>	91	91	92	92	366	365
Number of Admissions	80	73	65	78	296	248
Male:Female Ratio	61:19	55:18	53:12	63:15	232:64	188:60
Detention Days Served	472	439	533	473	1917	1812
Male:Female Ratio	375:97	328:111	421:112	416:57	1540:377	1494:462
<i>Maximum Possible Detention Days</i>	1274	1274	1288	1288	5124	5110
Average Daily Population	5.2	4.8	5.8	5.1	5.2	5.0
Male:Female Ratio	4.1:1.1	3.6:1.2	4.6:1.2	4.5:0.6	4.2:1.0	4.1:1.3
Occupancy Rate	37%	34%	41%	37%	37%	35%
Number of Counties Served	8	9	9	8	11	14
Number of Portage County Admissions	34	25	26	40	125	103
Male:Female Ratio	26:8	18:7	22:4	32:8	98:27	83:20
Number of Portage Co. Detention Days	227	147	196	226	796	871
Male:Female Ratio	192:35	116:31	159:37	192:34	659:137	692:179
Portage County Average Daily Population	2.5	1.6	2.1	2.5	2.2	2.4
Male:Female Ratio	2.1:0.4	1.3:0.3	1.7:0.4	2.1:0.4	1.8:0.4	1.9:0.5
Portage County Percentage of Occupancy	48%	33%	37%	48%	42%	48%
Billable Revenues *	\$17,400	\$20,100	\$24,750	\$19,050	\$81,300	\$76,050
Portage County Savings	\$34,050	\$22,050	\$29,400	\$33,900	\$119,400	\$128,820

The following counties utilized the juvenile detention center during 2011: Adams, Columbia, Door, Eau Claire, Lincoln, Marquette, Portage, Sawyer, Waupaca, Waushara and Wood. Milwaukee County also placed youth, but will not pay secure detention costs. Milwaukee County placements are financially "absorbed" by Portage County

* Does not include revenues from annual contracts for bed space.

Statistical Trends for Portage County Youth:

- In 2011, there were 125 juveniles placed in secure detention by the Portage County courts and juvenile intake workers. In the 17 year span from 1996 to 2011, the average is 122.35 admissions per year. The 125 admissions is an increase of the average by 2.12%.
- In 2011, Portage County juveniles served 796 days in secure detention.
- In 2011, the Average Daily Population of Portage County juveniles was 2.2 per day.
- The term “Portage County Savings” has been used to quantify what Portage County *would have spent* on secure detention had we been shipping our juveniles to other detention centers. (The cost of a juvenile bed has increased somewhat over the years, so the per diem rate used to calculate “Savings” was adjusted from time-to-time.) In 2011, Portage County Savings were \$119,400 at \$150.00 per day. This figure does not include the costs of transporting juveniles.

Home Detention

Population

In 2011, 7.98 inmates served their sentence on Electronic Home Monitor each day. This compares to 7.30 inmates per day in 2010. Persons considered for the Home Detention Program (HDP) are first given a choice of whether or not they want to be on HDP. Screenings then determine if the offender is a good risk for the HDP program. Offenders are frequently denied placement on HDP. These offenders have tested positive for controlled substances or are an unacceptable risk to the community. Unacceptable risks to the community include domestic violence, excessive AODA issues, or a substantial risk to re-offend. Some offenders also lack the personal resources necessary such as residence, telephone and/or start up funds.

Food Service

In 2011, the Portage County Sheriff’s Office entered into a contract with CBM Food Service. CBM Food Service now staffs and prepares all meals for the inmates. Meals are provided to both the jail and Juvenile Detention Center. A total of 70,620 meals were prepared for the division in 2011. By contracting with CBM, Portage County has saved over \$150,000.

Health Services

Medical Health

Medical services are provided to the jail by Ministry Medical Group Occupational Medicine in Stevens Point. Our contract provides for sick call two days per week (Tuesday and Thursday) by a Nurse Practitioner. These professionals are able to handle most routine care needed and prescribe medications as necessary. We also have a nurse that works Monday through Friday to set up our prescription medications for delivery. We pay Saints \$80 per hour for the Nurse Practitioner and \$39 per hour for the RN. This cost is all-inclusive. We are very happy with the service provided, as we seldom have to take inmates for outside medical care. Inmates are billed

\$10 to see the Nurse Practitioner for a sick call. Any health care costs from outside the facility are charged back to the inmate.

Mental Health

Mental health services are provided by our Social Worker, Dan Barth, who is employed by Human Services but works full-time at the jail. He handles all of our crisis management and screening for mental health services. We seldom send persons out of the jail for in-patient mental health treatment any longer, which saves the county thousands of dollars annually. We also receive the services of Julie Hintzman, a psychotherapist from Ministry Behavioral Health. She comes to the jail to see patients every week.

Tax Return Intercept Program

The Portage County Corrections Division is now participating in the TRIP program which captures State tax returns from released offenders that owe the jail money. This program is working very well.

Inmate Programs

Behavior Modification

Dan Barth conducts a number of programs in the jail to assist inmates with their treatment needs in AODA, anger management, and criminal thinking errors. Additionally, Mike Slaven from Ministry Behavioral Health comes in to work with inmates one-on-one with drug and alcohol issues.

Jail Chaplaincy

Our jail chaplain comes to the Jail each Thursday to minister to inmates on a one-on-one basis. She also conducts services on holidays. Another group comes to the jail on Friday evening and conducts two (2) bible study sessions for the inmates.

Jail HSED/GED

Our jail schooling program is conducted by Mid State Technical College. Basic education is provided to inmates who can then test for their High School Equivalency Diploma at the jail. Several inmates each year receive HSEDs while in jail.

Juvenile Education

Juvenile offenders receive schooling provided by the Stevens Point Schools daily during the school year. General education subjects are taught. Computers are also used by the juveniles, and monitored by the teacher.

Grandparent Program for Juveniles

The Department on Aging (through the RSVP program) provides seniors who come into the Juvenile Detention Center twice per week to meet with and mentor youth in the facility. Seniors also visit on a one-on-one basis as requested. This is a valuable volunteer program.

Independent Living Skills for Juveniles

Youth 4 Christ volunteers mentor the juveniles about making good decisions in life, using biblical principles without quoting scriptures.

Contacts for Additional Information

Captain Cory Nelson, Jail Administrator (715) 346-1471

Rocky Bolder, Interim Juvenile Detention Superintendent (715) 346-1452

Portage County Sheriff's Office
Housing and Transportation Costs

As of March 23, 2012

Year	Housing Costs	Transport Miles [2]	Cost/Mile [3]	Transport Hours [2]	Transport Man Hours [5]	Transport Wage Cost [4]	Total Transport Costs	Total Housing and Transport Costs	Cumulative Housing Costs	Cumulative Transport Costs	Total Cumulative Cost	Jail Ave. Adult Daily Pop.	Ave. Adult Length of Stay	Needed Jail Beds [7]	Number Over 79 Bed Cap.	Out of County Ave. Daily	Projected Jail Beds [M&H Study] [8]	Projected Jail Beds [DLR Study] [10]	
1998	-\$31,612																		
1999	\$130,393	57,929	\$0.325	1,676	2,095	\$43.51	\$109,976	\$240,369	\$130,393	\$109,976	\$240,369	100	20	115	36	7			
2000	\$243,055	60,110	\$0.325	1,736	2,170	\$44.85	\$116,868	\$359,923	\$373,448	\$226,844	\$600,292	102	21	117	38	12			
2001	\$154,477	43,111	\$0.345	1,537	1,921	\$46.24	\$103,714	\$258,191	\$527,925	\$330,558	\$858,483	103	21	118	39	9			
2002	\$225,454	54,722	\$0.365	1,778	2,223	\$47.67	\$125,922	\$351,376	\$753,379	\$456,480	\$1,209,859	106	21	122	43	12			
2003	\$322,265	33,659	\$0.360	1,098	1,373	\$49.15	\$79,569	\$401,834	\$1,075,644	\$536,049	\$1,611,693	116	22	134	55	18			
2004	\$334,793	50,599	\$0.375	1,529	1,911	\$50.67	\$115,809	\$450,602	\$1,410,437	\$651,858	\$2,062,295	114	22	131	52	22			
2005	\$349,581	86,198	\$0.405	2,130	2,663	\$52.23	\$173,979	\$523,560	\$1,760,018	\$825,837	\$2,585,855	112	22	129	50	23			
2006	\$470,731	71,659	\$0.445	1,789	2,236	\$53.85	\$152,305	\$623,036	\$2,230,749	\$978,142	\$3,208,891	116	23	133	54	30			
2007	\$549,252	72,484	\$0.485	1,702	2,128	\$55.51	\$153,259	\$702,511	\$2,780,001	\$1,131,401	\$3,911,402	119	26	137	58	36			
2008	\$672,585	70,008	\$0.545	1,790	2,238	\$57.23	\$166,206	\$838,791	\$3,452,586	\$1,297,607	\$4,750,193	120	27	138	59	40			
2009	\$745,076	72,545	\$0.550	2,050	2,563	\$59.00	\$191,087	\$936,163	\$4,197,662	\$1,488,695	\$5,686,357	130	28	149	70	48			
2010 [6]	\$415,255	43,034	\$0.500	1,216	1,642	\$60.77	\$121,277	\$536,532	\$4,612,917	\$1,609,972	\$6,222,889	110	27	126	47	28	113	151	
2011 [11]	\$418,688	70,016	\$0.535	1,974	2,598	\$45.50	\$155,668	\$574,356	\$5,031,605	\$1,765,639	\$6,797,244	109	23	125	46	35			
2012 [1]	\$467,200	72,500	\$0.555	2,071	2,715	\$44.43	\$160,872	\$628,072	\$5,498,805	\$1,926,511	\$7,425,316	103	26	119	40	40			
2013 [1]	\$554,800	73,000	\$0.575	2,100	2,753	\$44.87	\$165,507	\$720,307	\$6,053,605	\$2,092,018	\$8,145,623	110	26	127	48	42			
2015 [9]	\$712,480														61		140	186	221
2020	\$1,272,901														94		173	230	246
2025	\$2,119,318														135		214	285	
2030	\$3,384,317														186		265	353	
2035	\$5,274,250														250		329	438	

Notes:

- [1] 2012 and 2013 are based on estimates, or data is current only through March 15, 2012
- [2] Includes all types of transportation (e.g. housing, warrants)
- [3] Based on average annual IRS business mileage rates; 2012 is estimated
- [4] Based on a mean deputy wage rate (Deputy I thru IV with 20% overtime ratio) including fringes; 2011 and beyond based on day shift Deputy IV
- [5] 1999 to 2010 based on estimated 75% solo trip rate. 2011 represents actual rate (68.9%)
- [6] Second Full Time Day Shift Trip Officer Added in 2010; CSU started in 2011
- [7] Using DOC standard of 85% capacity to accommodate daily fluxuations, inmate classification, & segregation
- [8] County Study: Goldman & Associated, Mead & Hunt, Stojkovic & Lovell; 2006 (Models used: "With Intervention Changes" and "Status Quo")
- [9] Assumes annual bed cost remaining at \$32/day through 2015; annually increasing 3% x minimum projected beds; average bed cost in WI \$53.27 in 2004
- [10] County Study: Long Term Facilities Study, DLR Group; 2004
- [11] 2011 is the first year that included minor (<1 hour) temporary bookings, which impacted the average adult length of stay figures

