

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. January 24, 2018

Portage County Law Enforcement Center – Training Room

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

Members Excused:      Member Don Jankowski

Others Present:

Phillip O. Idsvoog, County Board Chair  
Patty Dreier, County Executive  
Sheriff Mike Lukas  
Chief Deputy Dan Kontos  
Captain Cory Nelson, Sheriff's Office  
Rocky Bolder, Superintendent, Sheriff's Office  
Katarzyna Norgaard, Administrative Services, Sheriff's Office  
Denise Nash, Communications, Sheriff's Office  
Clair Glisczynski, Recorder, Sheriff's Office  
Josh Ostrowski, Lieutenant, Sheriff's Office  
Scott Rifleman, Coroner  
Jennifer Jossie, Finance Director  
Paul Riegel, Emergency Management  
Joe Gemza, Stevens Point Fire Department  
Robert Finn, Fire Chief, Stevens Point Fire Department  
Brandi Makuski, Point Plover Metro  
Chris Holman  
Heather McDonald, Stevens Point City Times

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

**Approval of Minutes:**

Motion by Zdroik/O'Brien to approve the Public Safety/Emergency Management Committee Meeting minutes for December 20, 2017. Motion carried unanimously.

**Correspondence:** None

**Vendor Invoice List Reports:**

Motion by Zdroik/O'Brien to place the December 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*

- A summary of the report was provided by Paul Riegel
- December 30, 2017 there was a significant gas outage, 1,100 customers were affected
- Plover FD is preparing for the ambulance service – it's expected in early March 2018

Motion by O'Brien/Potocki to put Emergency Management Activity Report and Correspondence on file. Motion carried unanimously.

**Sheriff's Office:**

Jail Activities

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

► *Monthly Jail Report December 2017*

► *Electronic Monitoring Program Statistics for December 2017*

- Summary of reports was provided
- \$ 36,890 for shipping costs in December 2017
- Captain Nelson estimates an approximate total \$ 441,000 for shipping costs in 2017 which is within the 2017 budget
- County Executive, Patti Drier asked if Captain Nelson believed there would be any impact on the Portage County Sheriff's Office in regards to the changes in Juvenile facilities in the State of Wisconsin.
  - Superintendent Bolder advised he does not believe the changes will impact the Portage County Juvenile Facility
  - Chief Deputy Kontos advised Portage County Juvenile is a Short-term facility which should not be effected
  - Sheriff Lukas advised that there may be an increased need for beds for juveniles during the transitional stages of the state wide changes to long-term Juvenile facilities

Operations Activities

- Background checks are in progress for candidates for the Communications Technicians eligibility list

Administrative Activities

- The new Administrative Service Manager, Katarzyna Norgaard (Kasia) was introduced to the committee

- Sheriff Lukas updated the committee regarding violent sex offenders in Portage County and what the State of Wisconsin and Portage County are responsible for in handling the placement of these individuals.

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

**Coroner's Office Activity Report:**

- Nothing to report
- Coroner Rifleman thanked the committee for supporting him through the process of getting the Coroner position to a Medical Examiner Position.

**Public Notice:** None

**DISCUSSION with Possible Action:**

**Reorganization of Emergency Management/Emergency Medical Services Department**

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

- ▶ *Resolution- Reorganization of Emergency Management/Emergency Medical Services Department*
- ▶ *Documented changes to effected ordinances*
- ▶ *Proposed Organizational Chart*

- County Executive, Patty Drier, discussed that most other Emergency Management Agencies in the state are collaborating with Law Enforcement. Emergency Medical Services (EMS) and (EM) Emergency Management will also be split into separate divisions.
- Sheriff Lukas supports the resolution – Emergency Management under the Sheriff's Office will provide more options for grant opportunities. Chief Deputy Kontos' leadership will also be extremely helpful in the reorganization of Emergency Management and Emergency Management Services
- County Board Chair, Philip Idsvoog supports the Resolution
- Jennifer Jossie advised that the EMS budget will remain its own budget and the EM budget will go under the Sheriff's Office and will not cause an increase to the overall Portage County budget. The department also receives grants and there is an opportunity to leverage additional funds.
- County Executive, Patty Drier, advised that the job descriptions and changes to description will be the next step in the reorganization. The current resolution is for the ordinance change.
- Chief Deputy Kontos explained that the duties of the Emergency Management staff will not change aside from that the EM and EMS staff will be reporting to the Chief of Staff at the Sheriff's Office instead of County Executive.

Motion by Zdroik/O'Brien to approve the Resolution for the Reorganization of Emergency Management/Emergency Medical Services Department. Motion carried unanimously.

**Confirming the Appointment of Paul Riegel as Interim Portage County Emergency Management Director**

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

► *Resolution-Confirming the Appointment of Paul Riegel as Interim Portage County Emergency Management Director*

- Chairman Dobratz supports the resolution

Motion by O'Brien/Potocki to approve the Resolution Confirming the Appointment of Paul Riegel as Interim Portage County Emergency Management Director. Motion carried unanimously.

**Adjournment:**

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, February 28, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by Potocki/Zdroik to adjourn the meeting at 7:27 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Clair Gliszynski