

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. June 27, 2018

Portage County Law Enforcement Center – Training Room

Members Present: Chairman Stan Potocki
 Member Daniel Martinson
 Member Dale O'Brien
 Member Don Jankowski
 Member James Zdroik

Others Present:

Al Haga, County Board
Sheriff Mike Lukas
Captain Dale Okray, Sheriff's Office
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
Amber Osowski, Emergency Management
Scott Rifleman, Coroner
David Ray, Corporation Council

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

Approval of Minutes:

Motion by Jankowski/Martinson to approve the Public Safety/Emergency Management Committee Meeting minutes for May 23, 2018. Motion carried unanimously.

Correspondence:

Vendor Invoice List Reports:

No Questions

Sheriff's Office:

Emergency Management:

- Sheriff Lukas advised that interviews for the Emergency Management Director will be taking place on 6/28/2018 and throughout the end of the week

EMS

- Training events for EMS:
 - 7/11/2018 Landing Zone training
 - July 23-24 Farm Safety Training
 - Pulse Point App

Jail Activities

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

- ▶ *Monthly Jail Reports for May 2018*
- ▶ *Electronic Monitoring Program Statistics for May 2018*

- Summary of reports was provided
- \$39,060 in shipping costs to Waupaca County in May 2018
- Background investigations are being completed to fill 2 vacancies due to retirement and relocation of employee
- Dale Kuhlka has resigned and a new corporal position is opened
- 3 beds in Juvenile Detention are reserved for Outagamie County
- Jail Law Suit – David Ray advised he could not discuss in detail but that it was being addressed
- Al Haga, Portage County Board Chair, thanked the Sheriff's Office for the tour of the jail at the Space and Properties meeting the prior week. He advised that he learned a lot from the tour and that 5 new members of the board attended.

Operations Activities

- Deputy Interviews are taking place to create a new eligibility list
- 20 + Deputy applications were submitted
- Simulcast testing will take place in July 2018
- Vanessa Kluck begins employment as a Communications Technician on July 11/2018
- Susan Dimka announced her retirement as a Communications Technician in September 2018
- The Communications Division has implemented continual Communications Technicians postings in Human Resources allowing interviews as candidates apply.

Administrative Activities

- A tour of the building was provided at the Space and Properties meeting on June 21,2018
- Interviews for the Emergency Management Director and Emergency Management Deputy Director are coming up on the next few weeks.

Coroner's Office Activity Report:

- Paul Mattlin stepped down as Chief Deputy Coroner and Megan Rene has stepped into the role
- The coroner's office currently has a staff of 6 people and will be down to 5 in 2019

- The Medical Examiner's position will be posted and interviewed for by the end of the year. The Medical Examiner will begin on 01/07/2019
- The transition will be transparent. The operations will be the same.
- The coroner advised that he is unsure of who will be interviewing as the paperwork is in a preliminary status.

Public Notice: None

DISCUSSION only:

2017 Annual Coroner's Report:

The following was distributed as part of the meeting packet:

▶ *2017 Annual Coroner's Report*

- 447 Total Deaths
- 346 out of total deaths were handled by the coroner in some way
- 172 Death investigations that required high level investigation
- 268 Cremations –
 - The coroner spends about two hours on each cremation
 - Cremation rates are growing very rapidly throughout the state and country and each cremation needs to be reported to the coroner for the state statute
 - The Coroner's Office is paid \$75 per cremation and his office is required to check on each body before it's cremated
 - Chairman Haga asked if the fees can be changed. He advised that they cannot due to a statute that passed and supported by Funeral Directors Association. All cremation fees cannot be changed at any time.
- 305 Natural Death
- 41 Un-Natural death
- 0 Homicides
- 8 Suicides
- 3 Drug death (drugs is still a growing problem but many more survive overdose than in the past)
- Most accidental deaths are due the elderly falling

DISCUSSION with Possible Action

Pulse Point Mobile App

The following was distributed as part of the meeting packet:

▶ *Pulse Point Fact Sheet*

▶ *Evaluation of Pulse Point and Atrus*

- PulsePoint is a mobile application that will notify first responders when there is a Cardiac Arrest in the area
- The application can identify where Automated External Defibrillators (AEDs) are in the area
- There are already several AED location in the Communications system that will assist in loading the data
- All Squad cars have AEDs in them

- Businesses can download the application and share new AED locations as well
- Once purchased, PulsePoint will come to the area and market the system and benefits
- The cost is \$10,000 and then \$8,000 per year. EMS is going to try to work the amount into the current budget

Motion made by Zdorik/Jankowski to approve the PulsePoint Application for EMS. Motion carried unanimously.

Reclassification Request – Chief Deputy

The following was distributed as part of the meeting packet:

- ▶ *Letter to the County Executive*
- ▶ *Job Description of Chief Deputy*

- The Sherriff supports the reclassification based on the added duties the Chief Deputy has after taking on Supervision of the Emergency Management and Emergency Medical Services divisions.
- The fiscal impact is minimal to Portage County and will help in hiring a Chief Deputy

Jankowski/O'Brien approved the reclassification of Chief Deputy from Pay Grade 30 to pay grade 31. Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, July 25, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by O'Brien/Martinson to adjourn the meeting at 7:38 am Motion carried unanimously.

Respectfully submitted,
/s/
Clair Glisczynski