

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. May 22, 2019

Portage County Law Enforcement Center – Training Room

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

Others Present:

Chief Deputy, Benjamin Beaudoin, Sheriff's Office  
Captain Dale Okray, Sheriff's Office  
Superintendent Rocky Bolder, Sheriff's Office  
Katarzyna Norgaard, Administrative Services, Sheriff's Office  
Clair Glisczynski, Recorder, Sheriff's Office  
Denise Nash, Comm. Manager, Sheriff's Office  
Bob Weinert, Emergency Management  
James Williams, Emergency Management  
Scott Rifleman, Medical Examiner  
Kenneth Glazer, Department of Natural Resources

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

**Approval of Minutes:**

*Motion by O'Brien/Martinson to approve the Public Safety/Emergency Management Committee Meeting minutes for April, 2019. Motion carried unanimously.*

**Correspondence:** None

**Vendor Invoice List Reports:**

No Questions, No comments, Placed on file

**Sheriff's Office:**

**Emergency Management:**

- Emergency Management is working with Townships on disaster funds from the spring thaw
- A booth was set up at the Library throughout the month of April
- Emergency Management (EM) attended the Safety Fair at Mark Motors on May 18

- Emergency Management has been attending offsite visits for businesses with hazardous substances
- EM getting input from towns, village and cities in Portage County for the Hazard Mitigation Plan

#### EMS

- Nothing to Report

#### Jail Activities

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

##### ▶ *Monthly Jail Reports for April 2019*

##### ▶ *Electronic Monitoring Program Statistics for April 2019*

- Summary of reports provided
- \$37,800 in shipping cost in April
- Corporal Ron Leach was promoted to Jail Sargent
- Alyssa Ciepluch was promoted to corporal
- A job offer was made to a corrections officer due to promotions
- Corrections is also complete background checks for additional vacancies

#### Operations Activities

- Communications Center is completing background checks on five people and will be hiring two to train
- Vacant Deputy position – Four background checks are being completed, two full-time spots are to be filled
- Limited Term Employee (LTE) applications are being reviewed
- Dale O’Kray is retiring June 6, 2019
  - Chairman Potocki thanked Dale for his years of service

#### Administrative Activities

- The Safety fair on May 18<sup>th</sup> was successful and well-attended
- Koepsell took the Safety Cadets to Wisconsin Dells
- Cops and Bobbers is Saturday June 1, 2019 at Bukolt Park
- Special Olympics is June 6, 7 and 8 2019
- June Dairy Days is June 15, 2019 in the Town of New Hope
- The Sheriff’s Office is working with Human Resources on scheduling for the Limited Term Deputy position

#### Medical Examiner’s Activity Report

- None

#### **Discussion Only:**

#### 2018 Sheriff’s Office Annual Report

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

- ▶ *2018 Sheriff's Office Annual Report*
  - 2018 Sheriff's Office Annual Report presented

**Discussion with Possible Action:**

**DNR Mapping Project:**

- Ken Glazer from the DNR presented mapping project for Portage County
- Samples of other mapping booklets from other counties was provided
- Cost is approximately \$25,000

*Motion made by Jankowski/O'Brien to support the DNR Portage County Mapping project, carried unanimously*

**Request for special meeting attendance:**

▶ *None*

**Approval for Attendance of Special Meetings**

▶ *None*

**Special meeting attendance report**

▶ *None*

**Adjournment:**

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, June 26, 2019 at 7:00 am in the Law Enforcement Center Training Room

*Motion made by Martinson/Zdroik to adjourn meeting at 7:25am, motion carried unanimously.*

Respectfully submitted,

/s/

Clair Glisczynski