

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. on February 26, 2014

Portage County Law Enforcement Center – Training Room

Members Present: Vice Chairman Dale O'Brien  
Member James Zdroik  
Member Bo DeDeker  
Member Dan Dobratz

Members Excused: Chairman Don Jankowski

Others Present: Chief Deputy Daniel Kontos, Portage County Sheriff's Office  
Captain Dale O'Kray, Portage County Sheriff's Office  
Captain Cory Nelson, Portage County Sheriff's Office  
Richard Bolder, Juvenile Detention Superintendent  
Lieutenant Steve Retzki, Portage County Sheriff's Office  
Jami Gebert, Administrative Assistant to County Executive  
Jennifer Jossie, Portage County Finance Director  
Sarah Wallace, Portage County Planning & Zoning  
April Rasmussen, Portage County Emergency Management  
Karen Moran, Portage County Sheriff's Office

The meeting was called to order by Vice Chairman Dale O'Brien at 7:00 a.m.

**Approval of Minutes**

Motion by Dobratz/Zdroik to approve the Public Safety/Emergency Management Committee Meeting Minutes dated January 22, 2014. Motion carried.

**Correspondence:** None.

**Voucher Reports, Purchasing Authorizations & Pre-Authorization Reports and Procurement Card Reports**

Vice Chair O'Brien advised to show the vouchers as reviewed.

**Emergency Management/EMS – Monthly Activity Report & Correspondence**

None.

**Sheriff's Office:**

**Jail Activities:**

Captain Nelson reviewed the following reports:

- ▶ *Monthly Jail Reports for January 2014*
- ▶ *Home Detention Statistics for January 2014*
- ▶ *2014 Shipping Budget*

Today, there were 74 inmates in-house, 47 inmates shipped to Waupaca County and 7 on the Home Detention Program (HDP). Captain Nelson advised the committee if the numbers remain the same, the Sheriff's Office will be over budget by \$112,000 for shipping inmates in 2014.

Former Communication Technician Sara Denissen is now working as a Corrections Officer in the Jail. Two new Corrections Officers started on February 24, 2014—Lance Lewis and Erik Brost—and a conditional offer of employment has been extended to Ryan Miller to start on March 24, 2014.

#### Operations Activities:

Two new deputies started employment at the Sheriff's Office on February 17, 2014—Taylor Hecht and Marielle Yenter. Two new Communications Technicians will start on March 3, 2014, and the 2<sup>nd</sup> K-9 officer will begin training shortly. The Sheriff's Office is still short one Communication Technician; background checks are being conducted on candidates for this position.

#### Administration Activities:

Chief Deputy Kontos distributed a *Portage County Sheriff's Office Housing and Transportation Costs as of February 25, 2014* spreadsheet, along with several charts, and a *Portage County Jail Snapshot: January 1, 2014* report.. He was soliciting help from committee members to get future needs addressed as costs are projected to rise significantly.

He also advised the committee, the 2013 Sheriff's Annual Report may be available for the March 26, 2014, meeting.

Motion by Dobratz/DeDeker to place the reports on file. Motion carried.

**Coroner's Office Activity Report:** None.

#### **Public Notice**

Vice Chairman O'Brien read the Public Notice. No members of the public were present.

#### **DISCUSSION ONLY:**

#### **Reschedule April 2014 Public Safety/Emergency Management Committee Meeting Date**

The April 2014 meeting of the Public Safety/Emergency Management Committee was tentatively set for Wednesday, March 30, 2014, at 7:00 am in the Law Enforcement Training Room.

#### **Change in Responsibility for Managing the CodeRED Emergency Notification System**

Chief Deputy Kontos advised that the Communication Manager, Emergency Management, the County Executive and the Sheriff's Office have agreed to move responsibility for the CodeRED program from the Portage County Emergency Management Office to the Sheriff's Office Communication Center.

#### **Update on the Portage County Bicycle/Pedestrian Planning Project**

Sarah Wallace from the Portage County Planning & Zoning Office provided an update on the Portage County Bicycle/Pedestrian Planning Project as outlined in her memo dated February 14,

2014, which was provided in the meeting packet. She also advised the March meeting on this project has been rescheduled to March 19, 2014.

### **Possible Cell Phone Ban While Driving**

Stevens Point's Police Chief approached the Portage County Sheriff about the potential of a county-wide cell phone ban while driving ordinance. The Sheriff's Office will be moving forward with discussions with the City of Stevens Point and Corporation Counsel. Committee members recommended getting feedback from school district administrators on this topic.

### **DISCUSSION WITH POSSIBLE ACTION:**

#### **Resolution approving a Contract with Advance Correctional Healthcare for Inmate Healthcare Needs at the Portage County Jail**

Ministry Medical Group advised the Sheriff's Office they will not be renewing their contract to provide medical services in the Jail, as this program does not fit its current business model. That contract expires May 11, 2014.

Motion by Zdroik/Dobratz to approve a contract with Advance Correctional Healthcare for inmate healthcare needs at the Portage County Jail. Motion carried.

#### **Resolution Creating Ordinance 2.26, Purchase and Sale of Certain Scrap Metal**

Motion by DeDeker/Zdroik to approve resolution creating Ordinance 2.26, Purchase and Sale of Certain Scrap Metal. Motion carried.

#### **Resolution Amending Ordinance 4.9, Animal Control; Making Updates, Improving Consistency, and Other Technical Changes**

Motion by Zdroik/Dobratz to approve Resolution amending Ordinance 4.9, Animal Control; Making Updates, Improving Consistency and Other Technical Changes. Motion carried.

#### **Backfill Request for Corrections Officer Vacancy**

Motion by O'Brien/DeDeker to approve backfill request for Corrections Officer vacancies. Motion carried.

#### **Recommending Approval of Capital Projects for the Sheriff's Office**

Chief Deputy Kontos reviewed Capital Project requests involving the Sheriff's Office:

- ▶ Secured Covered Evidence Impound (Joint Project Sheriff/DA Offices)
- ▶ Live Fire Training Facility
- ▶ LEC and Jail Contingency Improvements
- ▶ Taser Replacement
- ▶ Garage and Storage Expansion and Reengineering
- ▶ Sally Port Reengineering and Expansion
- ▶ Disaster Recovery Center

Motion by Zdroik/Dobratz to approve and move Capital Project requests for Sheriff's Office forward. Motion carried.

The next regular meeting of the Public Safety/Emergency Management Committee is scheduled for March 26, 2014, at 7:00 a.m. in the Law Enforcement Center Training Room. Motion by Dobratz/O'Brien to adjourn the meeting at 7:32 a.m. Motion carried.

Respectfully submitted,

/s/

Karen Moran, Recording Secretary