

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. on July 23, 2014

Portage County Law Enforcement Center – Training Room

Members Present: Chairman Dan Dobratz
Member James Zdroik
Member Bo DeDeker
Member Don Jankowski

Members Excused: Dale O'Brien

Others Present: Sheriff John Charewicz
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
Sergeant Kevin Sorenson, Portage County Sheriff's Office
Richard Bolder, Juvenile Detention Superintendent
Denise Schultz, Portage County Sheriff's Office
Karen Moran, Portage County Sheriff's Office
Todd Hornick, Portage County Sheriff's Office
Jeni Lutz, Portage County Sheriff's Office
Carrie Mueller, Portage County Sheriff's Office
Karen Ryun, Portage County Sheriff's Office
O. Philip Idsvoog, County Board Chair
Paul Baker, Portage County Emergency Management Director
Jennifer Jossie, Portage County Finance Director
Laura Belanger-Tess, Portage County Human Resources Director
Sari Lesk, Stevens Point Journal

The meeting was called to order by Chairman Dobratz at 7:00 a.m. Committee member Dale O'Brien was excused.

Approval of Minutes

Motion by Jankowski/Zdroik to approve the Public Safety/Emergency Management Committee Meeting Minutes dated June 25, 2014. Motion carried unanimously.

Correspondence: None.

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

Motion by Zdroik/DeDeker to place the vouchers on file. Motion carried unanimously.

Emergency Management/EMS – Monthly Activity Report & Correspondence

Baker reviewed the contents of his July 2014 Monthly Report which included projects with work in progress. Motion by Jankowski/DeDeker to place the report on file. Motion carried unanimously.

Sheriff's Office:

Jail Activities:

Captain Nelson advised the committee they will see an invoice for over \$42,000 for inmate shipping costs to Waupaca for June 2014 in next month's voucher packet. He is projecting the Jail will be \$30,000 over budget on inmate shipping costs for 2014 .

Captain Nelson referred the committee to the following reports included in the meeting packet:

- ▶ *Monthly Jail Report for June 2014*
- ▶ *Home Detention Statistics for June 2014*

He stated he will be presently monthly information on the Highest Daily Population in Portage County Jail by month to provide a better picture of space needs in the jail. Chief Deputy Kontos reviewed three charts handed out at the meeting: (1) *Highest Daily Population in Portage County Jail by Month from 1997 thru July 24, 2014*, (2) *Highest Daily Population in Portage County Jail by Year from 1997 thru 2014, includes a Portage County Jail Capacity Summary*, and (3) *Jail Beds Needed by Classification from 2004 thru 2014*.

Captain Nelson also addressed the inmate suicide that occurred in the jail on July 6, 2014. The Stevens Point Police Department has conducted an investigation and the incident is now being reviewed by the Department of Corrections. He indicated the Department of Corrections Jail Administrator will be conducting reviews with anyone who came in contact with the inmate.

Maureen Domask was hired on July 14, 2014, as the newest Corrections Officer in the Juvenile Detention Center. There are two vacancies for male corrections officers to be filled.

Operations Activities:

Captain O'Kray advised the committee that background checks are being completed on four candidates for Communications Technician positions and one or two will be hired.

Lieutenant Morgan has done a terrific job of preparing the Sheriff's Office for Farm Technology Days scheduled for August 12 – 14, 2014.

Administration Activities:

Sheriff Charewicz stated the new simulcast radio system is still waiting for tower agreements to be completed. There is a new project manager and this could be a six month process.

Motion by Jankowski/Zdroik to place the reports on file. Motion carried unanimously.

Coroner's Office Activity Report: None.

Public Notice: Chairman Dobratz read the Public Notice.

DISCUSSION ONLY:

Emergency Management Vehicle Purchase

Baker stepped the committee through his email outlining his request, justification, vehicles recommended for the Director of Emergency Management in 2015, as \$11,500 in grant funds would be available toward the purchase through September 30, 2014. He also presented a copy of an email from Wedgewood Insurance Agency, his personal auto policy provider, advising him

that his personal auto insurance policy provides insurance coverage only for personal use and does not provide coverage for work related activities. This request will be added as a “Discussion with Possible Action” item on the next Public Safety/Emergency Management Committee agenda.

DISCUSSION WITH POSSIBLE ACTION:

Reclassification Requests: Law Enforcement Records Specialist Positions

Motion by Jankowski/DeDeker to endorse the Law Enforcement Records Specialist positions reclassification requests and move them forward to the Human Resources Committee. County Board Chair O. Philip Idsvoog stated he would support this reclassification request. Motion carried unanimously.

Reclassification Request: Fleet Technician

Motion by Jankowski/DeDeker to endorse the Fleet Technician reclassification request and move it forward to the Human Resources Committee. Motion carried unanimously.

Request to Fill Vacant Position: Emergency Management Specialist – LTE to FTE Position for 2015 Budget

Baker requested to make an expiring part-time 20 hour per week Limited Term Employee Emergency Management Specialist position into a full-time 40 hour per week permanent position.

Motion by Zdroik/Jankowski to make part-time 20 hour per week Limited Term Emergency Management Specialist position into a part-time 20 hour per week permanent Emergency Management Specialist position for 2015. Motion carried unanimously.

Resolution Supporting State Funding for County 911 Services/One Designated Public Service Answering Point per County

Motion by DeDeker/Zdroik to approve resolution supporting State funding for County 911 Services/One Designated Public Service Answering Point per County. Motion carried unanimously.

Portage County Jail Comparison

Jankowski advised the Space & Properties Committee has tentative scheduled Friday, August 8, 2014, as the date to tour the Green Lake County Justice Center. Chair Dobratz encouraged Public Safety/Emergency Management Committee members to participate in this tour. DeDeker also suggested the Space & Properties Committee tour the Portage County Jail after their visit to Green Lake County for comparison purposes.

Adjournment

The next regular meeting of the Public Safety/Emergency Management Committee is scheduled for August 27, 2014, at 7:30 a.m. in the Law Enforcement Center Training Room.

Motion by Jankowski/Zdroik to adjourn the meeting at 8:35 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran
Recording Secretary