

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. on January 21, 2015

Portage County Law Enforcement Center – Training Room

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

Members Excused: Member Don Jankowski

Others Present: Captain Dale O'Kray, Portage County Sheriff's Office
Captain Cory Nelson, Portage County Sheriff's Office
Rocky Bolder, Juvenile Detention Superintendent
Lieutenant Steve Retzki, Portage County Sheriff's Office
Denise Schultz, Portage County Sheriff's Office
Karen Moran, Portage County Sheriff's Office
O. Philip Idsvoog, County Board Chair
Jennie Jossie, Portage County Finance Director
Jami Gebert, Portage County Executive Administrative Assistant
Matt Dykstra, Deputy Emergency Management Director
Joe Gemza, Assistant Chief, Stevens Point Fire Dept
Bob Finn, Stevens Point Fire Department Chief
Corey Laddick, Stevens Point Comptroller
Reid Rocheleau

The meeting was called to order by Chairman Dobratz at 7:00 a.m. Member Don Jankowski was excused for this meeting.

Approval of Minutes

Motion by O'Brien/DeDeker to approve the Public Safety/Emergency Management Committee Meeting Minutes dated December 17, 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

Dykstra reviewed the monthly activity report submitted in the meeting packet.
Motion by Zdroik/O'Brien to place the report on file. Motion carried unanimously.

Sheriff's Office:

Jail Activities:

The following reports were provided in the packets:

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

As of today, there are 62 adult inmates in house, 51 shipped inmates, twelve on home detention program and three juveniles – one of which was from Portage County.

Conditional offers of employment have been rendered to two corrections officer candidates. There is one additional vacancy for a male corrections officer.

Operations Activities:

A conditional offer of employment was extended to Mark Smallwood for the position of Deputy. He has an anticipated start date of February 16, 2015.

Administration Activities:

Meetings were held on potential new Justice Center. An Active Shooter exercise involving rapid response for EMS is being scheduled with all three law enforcement agencies.

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

Coroner's Office Activity Report: None.

Public Notice: Chairman Dobratz read the Public Notice. Reid Rocheleau was the only member of the public present. He inquired about the new Jail and was advised preplanning meetings have been occurring with architects.

DISCUSSION ONLY:

Backfill Request: Corrections Officer

Corrections Officer Sean Houlihan retired creating a vacancy for the Jail. No action required.

Backfill Request: Law Enforcement Records Specialist

Law Enforcement Records Specialist resigned her position with the county after 10 years of service to accept a position outside of the County creating a vacancy in the Records Division. No action required.

DISCUSSION WITH POSSIBLE ACTION:

Approval of Contract Emergency Notification Software

The selection committee has recommended Blackboard as the new emergency notification software vendor. Corporation Counsel is currently reviewing the contract which will be presented to this committee at a future meeting. No action necessary.

Resolution Authorizing 2015 Budget Amendment for Cardiac Monitors

Motion by O'Brien/DeDeker to approve resolution authorizing 2015 budget amendment for cardiac heart monitor refurbishment. Motion carried unanimously.

Resolution for 2015 Budget Adjustment for an Ambulance Purchase

Motion by Jankowski/DeDeker to approve resolution for 2015 Budget Adjustment for an Ambulance Purchase. Motion carried unanimously.

Adjournment

The next regular meeting of the Public Safety/Emergency Management Committee is being rescheduled for Monday, February 23, 2015, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by O'Brien/Zdroik to adjourn the meeting at 7:32 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran
Recording Secretary