

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. on April 22, 2015

Portage County Law Enforcement Center – Training Room

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

Others Present: Sheriff Mike Lukas, Portage County Sheriff's Office
 Chief Deputy Daniel Kontos, Portage County Sheriff's Office
 Captain Cory Nelson, Portage County Jail
 Rocky Bolder, Juvenile Detention Superintendent
 Matt Fleming, Portage County Purchasing Director
 Matt Dykstra, Portage County Emergency Management Director
 Jami Gebert, Administrative Assistant of County Executive
 Karen Moran, Portage County Sheriff's Office
 Jeff Maluka, Fleet Technician, Portage County Sheriff's Office
 Lt Mike Morgan, Portage County Sheriff's Office
 Deputy Kevin Flick, Portage County Sheriff's Office
 Deputy Mark Smallwood, Portage County Sheriff's Office

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

Approval of Minutes:

Motion by O'Brien/Jankowski to approve the Public Safety/Emergency Management Committee Meeting Minutes dated March 25, 2015. Motion carried unanimously.

Correspondence: None.

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

Motion by O'Brien/Zdroik to place the vouchers on file. Motion carried unanimously.

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Matt Dykstra reviewed his monthly activity report.

Motion by Jankowski/DeDeker 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 March 2015*
- ▶ *Home Detention Statistics for March 2015*

As of today, there are 53 adult inmates in house, 51 shipped inmates (Waupaca), 15 on home detention and 4 juveniles. The reason for the large number of shipped inmates is that one cell block was completely emptied for maintenance. They will be brought back today.

DNA testing has begun in the jail and takes 15 to 20 minutes on average. The State picks up the lab costs and the inmate is ordered to pay a \$250 surcharge.

Operations/Administration Activities:

The Sheriff introduced our newest Deputy—Mark Smallwood—and our new fleet technician—Jeff Maluka to the Committee. The Sheriff has appointed Deputy Matt McDonald as Veterans Liaison Officer. The Sheriff's Office will be implementing a Chaplain Program for use when something tragic happens.

The posting for the new Corrections Officer—Home Detention Program closes tomorrow. A backfill request will be submitted to replace whoever is selected for the new position. The Sheriff would like to include a County Board member(s) on the interview panels when selecting new employees at the Sheriff's Office. He extended an invitation to Public Safety/Emergency Management Committees to participate in the May 7, 2015 interview of 18 correction officer candidates.

The Sheriff advised the committee of the following upcoming events for the Sheriff's Office:

- May 16, 2015: Emergency Management Safety Day at Mark Motors
- April 25, 2015: Two Carry Concealed Weapons Classes
- Week of May 11, 2015: Drug take-backs.
- Deputies Tony Gischia and Ryan Hoffman are receiving awards this week from the WPPA.
- Hunter Safety Classes are scheduled in Amherst, Rosholt and Stevens Point in April, May and June.

Chief Deputy Kontos handed out a copy of the Sheriff's Office's *Budget Status Report as of 12/31/2014* to committee members. Items highlighted included (1) expenses for housing inmates exceeded the 2014 budget by \$95,443 and (2) Communications overtime exceeded the 2014 budget by \$88,487. Overall, the Sheriff's Office was \$216,000 under budget, but \$150,000 was being returned to the General Fund for an expected expense we had not been billed for and other dollars were going to be returned to reserve fund balances.

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

Coroner's Office Activity Report: None.

Public Notice: Chairman Dobratz read the Public Notice. No members of the public were present.

DISCUSSION ONLY:

Government Project Update:

Space & Properties committee will be meeting on Thursday, April 23, 2015 at 5:30 PM at the Aging & Disability Resource Center to discuss site options.

DISCUSSION WITH POSSIBLE ACTION:

Resolution to Amend the Capital Project Budget for Simulcast for Radio Tower Construction

An additional \$50,000 was requested to be added to the capital project budget for simulcast for radio tower construction to secure the services of a consultant to create the design.

Motion by Jankowski/O'Brien to approve the resolution to amend the capital project budget for simulcast for radio tower construction. Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is scheduled for Wednesday, May 27, 2015, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by O'Brien/Jankowski to adjourn the meeting at 8:45 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran