

Portage County Public Safety/Emergency Management Committee Meeting Minutes

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

Portage County Law Enforcement Center – Training Room

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

Members Excused: Member Bob DeDeker

Others Present: Captain Dale O'Kray, Portage County Sheriff's Office
Lt Steve Retzki, Portage County Sheriff's Office
Sgt Dale Boettcher, Portage County Sheriff's Office
Denise Schultz, Portage County Sheriff's Office
Rocky Bolder, Portage County Sheriff's Office
Mike Zvara, Portage County Deputy Emergency Management Director
Jennie Jossie, Portage County Finance Director
Jami Gebert, Administrative Assistant of County Executive
Karen Moran, Portage County Sheriff's Office
Joe Gemza, Assistant Chief, Stevens Point Fire Dept
Reid Rocheleau

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

Approval of Minutes:

Motion by O'Brien/Zdroik to approve the Public Safety/Emergency Management Committee Meeting Minutes dated June 24, 2015. Motion carried unanimously.

Correspondence: None.

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

None. New format with information from Munis should be available at the August 2015 meeting.

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Mike Zvara, the new Deputy Director of Emergency Management advised the committee that Kathy Bruckbauer had resigned and Joe Brandt had been hired as her replacement. Emergency Management is busy working on budgets and putting together an official emergency response book to cover county buildings.

Motion by Jankowski/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 June 2015*
- ▶ *Home Detention Statistics for June 2015*
- ▶ *2015 Annual Juvenile Detention Meeting*

Sgt Boettcher handed out the following report at the meeting:

- ▶ *Daily Jail Report dtd 07/22/2015*

As of today, there are 58 inmates in-house, 35 confined in Waupaca County, 14 huber inmates, 14 on Home Detention Program and eight in Juvenile Detention.

Operations:

Operations is fully staffed and there is nothing new to report.

Administration:

The Sheriff's Office is in the process of working on the 2016 budget.

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. Reid Rocheleau requested to speak regarding the Government Building Project.

DISCUSSION ONLY:

Government Project Update:

There will be a Space & Properties Committee meeting on August 4, 2015 at 4:30 p.m. at the ADRC to review the options prepared. The architects will be preparing a report of old versus new square footage for each department.

Sheriff's Office 2014 Annual Report

This report will be presented to the full County Board at their August 2015 meeting.

DISCUSSION WITH POSSIBLE ACTION:

Resolution Authorizing a 2015 Budget Adjustment for Vehicle Purchases in the Sheriff's Office

Motion by Jankowski/Zdroik to approve the resolution authorizing a 2015 budget adjustment of \$80,000 for vehicle purchases in the Sheriff's Office. Motion carried unanimously.

Request for New Position: Lead Law Enforcement Records Specialist

Motion by Zdroik/Jankowski to move the request for a new position of Lead Law Enforcement Records Specialist forward to the Human Resources Director. Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is scheduled for Wednesday, August 26, 2015, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by O'Brien/Jankowski to adjourn the meeting at 7:39 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran