

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. Wednesday, November 25, 2015

Portage County Law Enforcement Center – Training Room

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

Others Present: Chief Deputy Daniel Kontos, Portage County Sheriff's Office
 Captain Dale O'Kray, Portage County Sheriff's Office
 Sergeant Jacob Wills, Portage County Sheriff's Office
 Denise Schultz, Portage County Sheriff's Office
 Karen Moran, Portage County Sheriff's Office
 O. Philip Idsvoog, Portage County Board Chair
 Matt Dykstra, Portage County Emergency Management Director

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

Approval of Minutes:

Motion by Zdroik/DeDeker to approve the Public Safety/Emergency Management Committee Meeting Minutes dated October 28, 2015. Motion carried unanimously.

Motion by Jankowski/DeDeker to approve the Public Safety/Emergency Management Committee & Finance Committee Meeting Minutes dated November 2, 2015. Motion carried unanimously.

Correspondence: Chair Dobratz reminded committee members of Corporation Counsel Mike McKenna's email regarding not using the "Reply to All" option when responding to emails.

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

Reports for October 2015 for the Sheriff's Office and Emergency Management were reviewed. Motion by Jankowski/DeDeker to place the reports on file. Motion carried unanimously.

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Dykstra reviewed the Emergency Management/EMS Monthly Activity Report. He informed the Committee that Deputy Director interviews were completed November 19, 2015, and an offer has been extended to Bert Nitzke with a start date of December 7, 2015. He also thanked the Sheriff's Office for providing Traffic Incident Management (TIM) training to local responders. Dykstra is also coordinating obtaining access to the mobile App "Ask Rail" through Canadian National Railroad for local responders which will allow them to identify the contents of any rail car.

Dykstra also advised that Dr. Vader has resigned as Emergency Management Medical Director for the Stevens Point ambulance service. Stevens Point ambulance is required to have a Medical Director, so they will have to contract with one. Currently, the County does not pay anything for the Medical Director's services, as it is offered to the ambulance service at no charge. If this changes, there may be chargebacks to the County.

Motion by Jankowski/O'Brien to place the report on file. Motion carried unanimously.

Sheriff's Office:

Jail Activities:

The following reports were included in the meeting packet:

- ▶ *Monthly Jail Report October 2015*
- ▶ *Home Detention Statistics for October 2015*

Chief Deputy Kontos advised the committee there are currently 11 inmates out on the Home Detention Program, but we have the capacity to do more. He also advised the committee Sheriff Lukas was able to secure existing inmate housing rates with the Waupaca County Jail for one more year – 35 beds @ \$32/day.

Operations:

Interviews for Communication Technicians will be held next week.

Administrative Activities

Clair Glisczynski has moved from being a Communications Technician to a Records Specialist at the Sheriff's Office. We continue to work with Human Resources to get the Lead Communications Technician position filled.

Chief Deputy Kontos thanked the committee for their support in obtaining Space & Properties permission to make the lot adjacent to the Sheriff's Office restricted to Sheriff's Office employees. Signs are being posted and restricted parking permits have been obtained and distributed to employees. Parking restrictions will go into effect on Monday, November 30, 2015. Additional security features will be explored in the near future to deal with security, including but not limited to, lighting and fencing.

Motion by Zdroik/O'Brien 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 Building Project Update:

Jankowski advised the committee that Options 4 and 5 for the government building project have been ruled out as being too costly. Operational costs for Options 1, 2 and 3 are being developed

Portage County Contract Summary Form: TriTech Software Systems Inmate Classification Software Interface with Northpointe JICS

Chief Deputy Kontos advised the committee of the contract the Portage County Sheriff's Office – Jail Division is entering into with TriTech Software Systems to develop an inmate classification software interface with Northpointe JICS in the amount of \$19,908.62 which includes a five-year maintenance agreement. This interface connects the Inmate Classification Software under discussion/possible action below with the existing Jail management module in TriTech.

Emergency Management ESCI Study

This study is not yet available. It will be addressed at a future meeting.

DISCUSSION WITH POSSIBLE ACTION:

Contract with Northpointe for Inmate Classification Software

Motion by DeDeker/Jankowski to approve the contract with Northpointe for Inmate classification software providing better inmate management and classification, including PREA questionnaire in the amount of \$26,060 which includes a five-year maintenance agreement. This software will be purchased using Jail Assessment funds.

Adjournment:

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

Motion by Jankowski/O'Brien to adjourn the meeting at 8:50 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran