

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. Wednesday, July 27 , 2016

Portage County Law Enforcement Center – Training Room

Members Present: Chairman Dan Dobratz
 Member Stan Potocki
 Member James Zdroik
 Member Don Jankowski

Members Excused: Member Dale O'Brien

Others Present: Sheriff Mike Lukas, Portage County Sheriff's Office
 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
 Rocky Bolder, Juvenile Detention Superintendent
 Denise Schultz, Portage County Sheriff's Office Communication Manager
 Karen Moran, Portage County Sheriff's Office Manager
 Matt Dykstra, Portage County Emergency Management Director
 Joe Gemza, Assistant Chief, Stevens Point Fire Department
 Ron Hetzel, Intern with Portage County Emergency Management

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

Approval of Minutes:

Motion by Jankowski/Potockii to approve the Public Safety/Emergency Management Committee Meeting Minutes dated June 22, 2016. Motion carried unanimously.

Correspondence: None.

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

Vendor Invoice Lists for June 2016 for the Sheriff's Office, Emergency Management, EMS Ambulance Service and Coroner were reviewed. Motion by Jankowski/Potocki to place the reports on file. Motion carried unanimously.

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Dykstra discussed the following items from his Emergency Management/EMS Monthly Activity Report dated July 22, 2016, which was included in the meeting packet:

- EMS Capital Replacement Update
- Positions: EM LTE, Combining of EMS positions for full-time/salaried
- EMS Lawsuit Update

- IT: Tritech, Citrix, CAD Speed Limit Data
- Ambulance Order Update
- Northwest Wisconsin Disaster
- Potential Trailer Donation from Koch Pipeline
- Heat Advisory Plan
- Plover Presentation to EMS Oversight Board

Motion by Jankowski/Potocki to place the report on file. Motion carried unanimously.

Sheriff's Office:

Jail Activities:

The following reports were distributed as part of the meeting packet:

- ▶ *Monthly Jail Report June 2016*
- ▶ *Home Detention Program Statistics Quarterly Statistics for April-June 2016*
- ▶ *Home Detention Program Statistics for June 2016*

Captain Nelson advised the committee, jail shipping costs for July 2016 will be between \$45,000 and \$46,000, which will put shipping costs at \$16,000 over budget with five months remaining to the year.

July juvenile detention numbers are running just shy of 4 juveniles per day on average. As of today, there are 67 inmates in the adult jail, four in juvenile detention and 14 out on the Home Detention Program (HDP).

Captain Nelson outlined the recent efforts of corrections staff to deal with a high risk violent offender who attempted suicide several times and self-harmed. The Public Safety/Emergency Management committee thanked corrections staff for efforts in dealing with this individual.

Operations:

Two Communications Technicians started training in the Communications Center on July 25, 2016— Jessica Mueller and Nicole VanHulle. Both come with previous experience in this field.

Recent Communications Technician hire Cody Smiley is progressing through his training and doing very well. He should be solo sometime in October.

Communication Technician Bethany Gaddis turned in her resignation effective August 9, 2016.

Sergeant Kevin Sorenson will be retiring August 16, 2016, after 16 years of service in the Sheriff's Office.

Administrative Activities

The Sheriff advised the committee the Sheriff's Office will begin working on their budget which is due on August 19, 2016.

Motion by Potocki/Jankowski 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:

Coroner's Office 2015 Annual Report

Coroner Rifleman reviewed his *Annual Report & Statistics 2015*. There were 439 total deaths with final dispositions reviewed by the Coroner's Office in 2015. The number of cremation permits issued is increasing; in 2015, there were 244 permits issued. There were 16 autopsies in 2015; five were performed locally and 11 were forensic.

Resignation of Corrections Officer Tricia Reshel and Position Backfill Request

Corrections Officer Tricia Reshel resigned after 14 years of service. Human Resources has started a corrections eligibility list posting so the position can be filled.

Retirement of Sergeant Kevin Sorenson and Position Backfill Request

Sergeant Kevin Sorenson is retiring after 16 years of service in Portage County. Sergeant tests are being administered on August 8, 2016, and interviews for the Sergeant position are scheduled for August 9, 2016. Interviews will be conducted to establish a deputy eligibility list.

Power Lift and Load Cots

Dykstra and Gemza discussed the advantages of new power lift and load cots for ambulances and their recommendation to purchase these as new ambulances are ordered, so the ambulances can be properly configured for their use. A decision was made to move forward with the purchase of these cots when each new ambulance is ordered. These new cots decrease worker's compensation claims and increase safety for patients. Existing cots are 10 to 16 years old.

DISCUSSION WITH POSSIBLE ACTION:

Authorization of 2016 Budget Adjustment for Purchasing and Training of Replacement Law Enforcement Canine

Motion by Potocki/Jankowski to approve the authorization of a 2016 budget adjustment in the amount of \$20,000 for the purchasing and training of a replacement law enforcement K-9. Motion carried unanimously.

Tiered Response Goals/Response Time Objectives (ESCI)

Motion by Jankowski/Potocki to accept the EMS Oversight Board recommendations on response time objectives. Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, August 24, 2016, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by Potocki/Zdroik to adjourn the meeting at 8:28 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran