

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. Wednesday, November 23, 2016

Portage County Law Enforcement Center – Training Room

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

Others Present: Sheriff Mike Lukas, Portage County Sheriff's Office
 Captain Dale O'Kray, Portage County Sheriff's Office
 Captain Cory Nelson, Portage County Sheriff's Office
 Denise Schultz, Portage County Sheriff's Office Communications Manager
 Karen Moran, Portage County Sheriff's Office
 Joe Brandt, Portage County Emergency Management Director
 Jami Gebert, Portage County Executive Administrative Assistant
 Robert Finn, Fire Chief, Stevens Point Fire Department
 Dave Allen, Amherst Fire Department
 Tom Davies, Village of Plover
 Dan Mahoney, Village of Plover
 Ken Voss, Assistant Fire Chief, Plover Fire Department
 Mike Wiza, City of Stevens Point Mayor

The meeting was called to order by Chairman Dobratz at 7:00 a.m. Committee members were invited to see the new ambulance in front of the Law Enforcement Center. Committee members, as well as others at the meeting exited the Training Room to view the new ambulance and later returned to the meeting room.

Approval of Minutes:

Motion by O'Brien/Potocki to approve the Public Safety/Emergency Management Committee Meeting minutes of October 26, 2016. Motion carried unanimously.

Motion by Potocki/Jankowski to approve the Public Safety/Emergency Management Committee Special Meeting minutes of November 15, 2016. Motion carried unanimously.

Correspondence: None.

Vendor Invoice List Reports:

Motion by O'Brien/Jankowski to place the October 2016 vendor invoice list reports for Ambulance, Emergency Management, Sheriff and Coroner on file. Motion carried unanimously.

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Chair Dobratz congratulated Joe Brandt on his new position as Emergency Management Director. Brandt stated that the Deputy Emergency Management Director position has been posted through December 1, 2016. He also advised that Michael Fraley's last day working with Emergency Management will be 12/31/2016. He is awaiting pay grade placement for the newly created combined EM Coordinator/EMS Specialist full-time position so he can also post that opening.

Motion by Zdroik/Jankowski 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 October 2016*
- ▶ *Home Detention Program Statistics for October 2016*

Captain Nelson advised the committee inmate housing costs for the month of October 2016 in the Waupaca County Jail were \$34,720. The jail census is currently low; if this continues, he expects to be \$35,000 over budget for inmate housing in 2016.

A new Corrections Officer eligibility list is being established. Applications are being accepted through December 14, 2016.

Jenna Samaza will start on November 28, 2016, as a Corrections Officer. The Jail will now be back at full staffing.

Operations Activities

Fourteen candidates were interviewed for Communication Technician positions. We are testing seven of them. So far, three out of four who have tested have passed. Captain O'Kray advised a second round of interviews has been scheduled. There are currently two vacancies for Communication Technicians. The earliest start date for a new hire would be in January 2017. Chairman Dobratz asked that Captain O'Kray pass a "thank you" along to communications center staff for their hard work and the amount of overtime they have had to put in.

Administrative Activities

The Sheriff advised the committee that one of our deputies has resigned. He also advised that the Sheriff's Office will be participating both in the Salvation Army Red Kettle Campaign bell ringing at Copps Food Markets in Stevens Point on December 10, 2016, and Shop with a Cop on December 17, 2016.

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:

Presentation of Portage County Public Safety Chaplaincy Program

Chaplain Dave was unable to attend today's meeting. This topic will be rescheduled at a future date.

Renewal of Blackboard Connect Contract (Portage County Community Alert)

The contract for software used to operate Portage County Community Alerts—Blackboard Connect for Government—will be renewed for January 30, 2017 through January 29, 2018. The renewal amount is \$23,800.

EMS System Analysis

Brandt advised the committee he presented the *Portage County EMS System Analysis* information provided in the meeting packet to both the Town's Association and the EMS Oversight Committee. Brandt handed out a *Portage County EMS System Road Map for the Future* document at the meeting and reviewed its contents. That document included a history of expansion discussions, recent progress, data acquisition, recommendations, and processes. This topic will be placed on next month's Public Safety/Emergency Management Committee meeting agenda for further discussion and/or action.

DISCUSSION WITH POSSIBLE ACTION:

Resolution Endorsing, Ratifying, and Authorizing a Ninety-Nine Years Lease with Okray Family Farms Inc. in the Town of Grant for the Purpose of the Erection of Sheriff's Office Antenna "Simulcast System"

O'Kray advised the committee this is the ninth and final tower lease needed for the simulcast system and the sixth tower to be built by Portage County.

Motion by Jankowski/Zdroik to approve the resolution endorsing, ratifying, and authorizing a ninety-nine year lease with Okray Family Farms Inc. in the Town of Grant for the purpose of the Erection of Sheriff's Office Antenna "Simulcast System." Motion carried.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is changed to Wednesday, December 21, 2016, at 7:00 a.m. in the Law Enforcement Center Training Room.

Motion by O'Brien/Zdroik to adjourn the meeting at 8:16 a.m. Motion carried unanimously.

Respectfully submitted,

/s/

Karen M. Moran