

Portage County Public Safety/Emergency Management Committee Meeting Minutes

7:00 a.m. Wednesday, December 21, 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
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
Denise Schultz, Portage County Sheriff's Office Communications Manager
Karen Moran, Portage County Sheriff's Office
Clair Glisczynski, Portage County Sheriff's Office
Joe Brandt, Portage County Emergency Management Director
Jennifer Jossie, Portage County Finance Director
Jami Gebert, Portage County Executive Administrative Assistant
Robert Finn, Fire Chief, Stevens Point Fire Department
Tom Davies, Village of Plover
Dan Mahoney, Administrator - Village of Plover
Mike Wiza, City of Stevens Point Mayor
Mark Deaver, Fire Chief –Plover Fire Department
Ken Voss, Deputy Fire Chief - Plover Fire Department
Tim Cisewski, EMS Association
Sean Morrow, Probation & Parole
Michael Fraley, Emergency Management Department
Chaplain David Ficken

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

DISCUSSION ONLY:

Presentation of Portage County Public Safety Chaplaincy Program

Chaplain Dave Ficken explained the role of the Chaplains, including their history, spiritual support especially when death notifications are required and support to the Department and community.

Approval of Minutes:

Motion by O'Brien/Potocki to approve the Public Safety/Emergency Management Committee Meeting minutes of November 23, 2016. Motion carried unanimously.

Correspondence: None.

Vendor Invoice List Reports:

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

Emergency Management/EMS – Monthly Activity Report & Correspondence:

Brandt advised the committee Deputy Director interviews were held and a second interview is scheduled. EMS Coordinator interviews are scheduled on December 29, 2016. He also met with the UW – Stevens Point Risk Manager and EMS Coordinator to establish communications. His office is also providing Skill Hill coverage starting December 26, 2016 through March 2017. He also advised the new ambulance continues to have chassis issues resulting in ambulance downtime.

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 November 2016*
- ▶ *Home Detention Program Statistics for November 2016*

Captain Nelson advised the committee they will be changing the nomenclature Home Detention Program (HDP) to Electronic Monitoring Program (EMP). Inmate housing costs for the month of November 2016 in the Waupaca County Jail were \$33,600. He anticipates being \$35,000 over budget for inmate housing in 2016.

The Sheriff's Office is moving forward with video visitation for inmates in the jail. Equipment will be installed in ten cells and two visitation booths. This will increase the number of visits an inmate can receive, as they currently are only allowed one visit per week. Friends and family from outside the area will not have to travel to the Jail to have a visit. There is a cost for the video visitation from outside the Jail and that cost is paid by the person initiating the visit, not the inmate. Pass through windows are also being installed in the visitation booths to allow professionals visiting inmates to meet with them in the booths rather than in the jail itself and be able to pass documents to one another.

Captain Nelson also advised the committee that the HVAC (heating, ventilation and air conditioning) system in the jail needs major work and there are plumbing issues with estimated costs of \$40,000 plus installation.

It costs \$93.68 per day to house an inmate in our jail. It will cost \$34 per day + transportation costs to house inmates in Waupaca County in 2017 and then \$36 per day + transportation costs for 2018 – 2021.

Operations Activities

The Communications Center is currently short three full-time employees. Two days of interviews were conducted and four background checks should be completed by December 31, 2016.

Patrol is currently short one deputy. Applications are being accepted through December 31, 2016. Testing will occur in January 2017.

Regarding the simulcast tower system project, four towers are built, the Rosholt tower should be built this week and a bid for construction of the Town of Grant tower will be sent out as soon as the new Purchasing Director for Portage County comes on board. It is anticipated the simulcast system will go live in the summer of 2017.

Mayor Mike Wiza gave special recognition to the staff of the Communications Center, thanking them for their handling of the recent snow emergency.

Administrative Activities

The Sheriff thanked his management staff for their dedication and hard work in 2016.

Motion by Potocki/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:

Resignation of Deputy Chad McClellan and Position Backfill Request

Chief Deputy Kontos advised the committee that Deputy Chad McClellan resigned his position and that position backfill paperwork has been submitted to Human Resources.

Resignation of Communication Technician Nicole VanHulle and Position Backfill Request

Chief Deputy Kontos advised the committee that Communication Technician Nicole VanHulle resigned her position and that position backfill paperwork has been submitted to Human Resources.

DISCUSSION WITH POSSIBLE ACTION:

Approval to move forward. The EMS Oversight Proposal: "the Board move forward with the proposal of a minimum of 1 Paramedic/1 EMT ambulance in the Village of Plover asking for proposals from intergovernmental agencies to do so and the EMS Negotiations Group evaluate the proposals and negotiate a contract. Target date agreed upon as January 1, 2018.

Mayor Wiza supported two paramedics versus one paramedic/one EMT.

Sean Morrow supported two paramedics versus one paramedic/one EMT.

Tim Cisewski supported one paramedic/one EMT.

Dan Mahoney stated the Village of Plover would support whatever decision the EMS Negotiations group makes.

Motion by Zdroik/Potocki to approve moving forward the EMS Oversight Proposal: “the Board move forward with the proposal of a minimum of 1 Paramedic/1 EMT ambulance in the Village of Plover asking for proposals from intergovernmental agencies to do so and the EMS Negotiations Group evaluate the proposals and negotiate a contract. Target date agreed upon as January 1, 2018.” Motion carried unanimously.

Adjournment:

The next regular meeting of the Public Safety/Emergency Management Committee is Wednesday, January 25, 2017, at 7:00 a.m. in the Law Enforcement Center Training Room.

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

Respectfully submitted,
/s/
Karen M. Moran