



# **Jackson County Sheriff's Office**

30 N. 3rd Street - Black River Falls, WI 54615 - (715) 284-9009 - Fax: (715) 284-0252

**DUANE M. WALDERA, SHERIFF – MARK J. MOAN, CHIEF DEPUTY**

E-MAIL: sheriff@co.jackson.wi.us

Chuck Jensen called the meeting to order at 9:39 a.m. on Thursday February 18, 2016 in the Navigator Conference Room of the Jackson County Courthouse. All members present. Also present were Sheriff Waldera, Chief Deputy Mark Moan, Jail Captain Scott Bowe, and Patrol Captain Kelly Bakken.

## **Previous Minute Approval**

**Motion by Ray Ransom to approve minutes from the January 21<sup>st</sup>, 2016 meeting. Motion seconded by Jeff Amo. All in favor; motion carried.**

## **Agenda Revisions**

None

## **Next Meeting Date/Time**

March 24<sup>th</sup>, 2016 at 10:00 am.

## **Animal Shelter**

Quarterly report presented; no action taken.

## **New Construction**

Discussion about fencing in new construction area to prevent any public interaction with inmates. Camera placement in new construction was discussed.

## **Divisional Reports**

Written reports submitted. Detectives cleared out 10 cases in January. Some of that was clearing out cases at the end of the year, and also with Captain Bowe transferring positions. Daily jail population is holding good.

Sheriff explains emphasis on solvability factor: paying more attention on cases that are solvable and convictable.

Ryann Dobson has been assigned to Team Lead in Communications Center and doing well with quality control and supervision.

Amy taking interest and initiative on Uniform Crime Reporting (UCR) and auditing process for that. Working on entering data in a better way for UCR reporting.

Chief Deputy explained reconfiguration of Jail Control Center. He recommends no additional work station in the Jail Control Center, because new configuration works well for the area and jail personnel. Sheriff Waldera agrees with this decision. Not taking action on the work station will save department about \$15,000. Cameras have been moved to not be visible to public at the window.

Captain Bakken asks whether or not Detective Caseload Report is acceptable. Members indicated it was, but asked if she could add information on what types of cases were solved, rather than just the number of cases that were solved.

Captain Bowe integrating into jail, meeting with personnel, planning to work a night shift to meet night shift workers. Amo explains that proof of savings is important to committee to justify alternative incarceration programs and drug therapy. Drug education in schools preventative measures to try to be proactive in avoiding addicted citizens. Sheriff Waldera urges the need for education, redirection of youth, breaking cycle of usage. There is a need for follow up on drug court graduates to evaluate the effectiveness of programs. Expanded conversation about drug court and preventative measures for handling substance abuse and addiction in our county.

Chief Deputy Moan recommends graduates of Drug Court be required to do community service in the form of speaking to children, mentoring current addicts. Sheriff recommends having some kind of long-term counseling or follow up for graduates.



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## **Staff vacancies and Recruitment Updates**

- Request authorization to fill vacant position for full time Corrections Officer.
  - a. Joshua Radaj moving into Deputy position opens up a Corrections officer position (backfilling)
  - b. Ransom moves to fill position, Kapfer 2nds, all ayes, motion carries.
- Authorization to establish LTE list for Corrections.
  - a. Amo moves to Carney 2nds, all ayes, motion carries.

Summer and park Patrol staffing should be good because we are able to pull from a maintained list of applicants.

Sheriff Office Receptionist position was discussed. Chief Deputy Moan indicated that there were no internal applicants. He will meet with 21 external applicants later this month for prescreening.

Captain Bakken spoke briefly about the prospect of having three detectives now, saying that it will help to get Patrol back out on the road, in the capacity they were meant to be used in. She plans on keeping most of her and Captain Bowe's old detective cases for follow up and not giving them to the new detectives because she doesn't want to overwhelm them with half-finished cases.

## **Noise Ordinance Resolution**

The only thing that's changed is subsequent penalties. Ransom explains that repeat offenses are faced with higher penalties to help deter violators. Sheriff and Chief discuss what decibel settings should be used as cutoffs. Committee also discussed who to cite: the event coordinator or property owner.

Motion to adopt resolution by Amo, seconded by Kapfer. All ayes, motion carried.

## **Courthouse Safety Plan**

Jackson County Security Policy and Procedures Draft presented to Committee. Policy should apply to all County agencies.

Jensen asked if no weather related alarm, what alert system will be utilized. Sheriff explains that Dispatch will be responsible for alerting everyone by opening up phone lines for first notification.

Ransom moves that Jackson County Security Policy and Procedures be advanced to Security Committee. Seconded by Kapfer, all ayes, motion carried.

## **Vouchers Payable**

Snow Creek tower bill: not included in vouchers this month but we were billed, although we weren't supposed to. Recommendation to pay and contact attorney.

Chief Deputy explains that safe for guns has to do with Domestic Violence seizures when we are required to maintain firearms for the length of the injunction.

Amo moves to approve vouchers, Carney seconds, all ayes, motion carries.

## **Budget Report**

Some lines out of whack but overall totals look good. Some line item transfers may be required.



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**CLOSED SESSION Motion at 11:47 a.m. to enter closed session by Kapfer, 2<sup>nd</sup> by Carney; roll call all yes.**

**CLOSED SESSION**

- The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c) employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;
  - 6 Month Evaluation
  - Motion to return to open session pursuant to sec 19.85(2) at 11:57 a.m. by Amo; 2<sup>nd</sup> by Kapfer; all in favor motion carried.

**Report out of Closed Session**

Nothing to report.

**Motion to Adjourn**

Motion to adjourn at 11:58 by Carney; 2<sup>nd</sup> by Kapfer; all in favor, motion carried.

**\*\*\*\*\*These minutes will be approved by LEC Committee at the March 24<sup>th</sup>, 2016 LEC meeting**