



# **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 9:00 a.m. Tuesday June 16, 2015 in the Explorer Conference Room of the Jackson County Courthouse. All members present. Also present were Sheriff Waldera, Jail Captain Mike Ring, Chief Deputy Moan and Personnel Director Diane Peterson.

## **Previous Minute Approval**

**Motion by Ransom 2<sup>nd</sup> by Amo to approve minutes from the May 29, 2015 meeting. All in favor; motion carried.**

## **Agenda Revisions**

None

## **Next Meeting Date/Time**

Thursday July 9<sup>th</sup> 10:30 a.m. Explorer Conference Room

## **Radio Project Update**

Kristina Page is not here. Has been working with the County bookkeeper to balance the account and did get it balanced. Remaining balance is \$15,000 but \$5000 slated for purchasing radios and some for removing stuff off towers so we have about \$10-\$11,000 left over. Had issues with being able to switch between LGTac. Card was replaced and is taken care of. Talked about moving generator from Franklin to Taylor. Sheriff has not worked on it yet but will before next meeting. Will look at trying to sell the tower. No update from Garrett on the Snow Creek tower. Amo had info that Hamm Radio group is using the equipment on the Snow Creek Tower.

## **Divisional Reports**

Written reports submitted for Corrections and Communications. Patrol and Detective written reports will be provided at a later date. Will likely provide a 3 month report once figured out for Patrol & Detective. Average monthly inmates is down to about 40. One being housed outside at \$32 a day. Trying to house one from them to help offset the cost. Padded cell is still in the process. Waiting on the power drain to arrive which was to ship this week and will get started after that. Should be a project for August. Jail inspection is on the 21<sup>st</sup> of July.

## **Staff Vacancies and Recruitment Updates**

- Jail, moved one to full time. Working on filling the LTE vacancies. Eligibility list closes June 23<sup>rd</sup>.
- Communications division – staying status quo. No movement, shifts are being covered.
- Patrol – hiring LTE's. We are in the background phase. 2 are being looked at. One is not quite done with certification. Other top two are only interested in full time. Full time staffing is up to date at this time.
- Looking at potentially a hybrid LTE that maybe has background in investigations to help out with the Detective division. Someone with interview techniques, financial crimes, subpoena writing. Would like to find a retired detective who is willing to help out in this area. Would not be paid any higher wage than regular LTE's.
- Patrol should be on the road but spend a lot of time in the office. Goal is to put them back on the road doing traffic and small thefts/burglaries. We are asking them to perform duties they are not specialized in. They are getting calls and may not be able to follow up on them to clear the cases because they are call driven and if trying to complete follow up they have to put that on hold to a call.
- July starts the budget process and may need to add a full time detective. We have open cases and victims are not getting their cases worked on in a timely matter. We have such a high volume of crimes against people, we don't have enough resources to complete the other crimes.
- Three white collar crime cases open right now. Can we get DOJ support? Sheriff has spoken with them, they don't have the resources available. Contacted the FBI, but they can't get involved unless involves Federal NEXIS. Seems that after we have the bulk completed, then the other areas will get involved. We have to look at increasing staffing levels especially in detective. We have not increased staffing levels since the 80s. Will put in the budget for 2016 and will support with surrounding counties staffing levels.
- Looking at staffing retention – we have huge case loads that other counties don't have. Neighboring counties have more staff and they can leave here and go to other communities and not have to work as much and make more money. They are not performing field investigations anymore because they assign to Detectives/ investigators. We have a higher volume of calls than other agencies around us.



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- Front office staffing – retirement is taking place August 3<sup>rd</sup>. Will get that squared away.

## Vouchers

Still waiting on arrival of the Dodge truck. Should be completed the first part of July. Squad room remodel, maintenance paid \$1,000 and we used capital office money to cover the cost. Rear window in the 149 squad was down and motor went out. Last new squad will go on the road today. Flatbed haul of golf cart was stolen by a juvenile so we had to tow it. Motion by Amo 2<sup>nd</sup> by Kapfer to approve vouchers, all in favor; motion carried.

## Budget Report

Our budget does not reflect several payroll entries. Looking at contracting services with someone who can transcribe audio/video which would help out with detective reports and patrol.

## CLOSED SESSION

- Motion by Kapfer; 2<sup>nd</sup> by Ransom to convene into closed session at 10:10 a.m.. All signify by stating I.
- The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c)(e) To consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to consider dismissal, demotion, licensing or discipline of any public employee licensed by a board or commission or the investigation of charges against such person(s).
  - Evaluations:
    - Communications 6 month evaluation – no action.
  - Personnel Matters
  - Motion to return to open session pursuant to sec 19.85(2) Motion by Amo; 2<sup>nd</sup> by Ransom to return to open session at 10:38 a.m..; All in favor; motion carried

## Motion to Adjourn

**Motion to adjourn by Kapfer; 2<sup>nd</sup> by Carney at 10:40 p.m. All in Favor; Motion carried.**

**\*\*\*\*\*These minutes will be approved by LEC Committee at the 7/09/15 LEC meeting**