



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 10:00 a.m. on Thursday April 28, 2016 in the Compass Conference Room of the Jackson County Courthouse. Members present were Jeff Amo, Ray Ransom and Michelle Greendeer-Rave. Also present Sheriff Waldera, Chief Deputy Moan, EM Coordinator Kristina Page, Barb Pfaff with the Animal Shelter, Corporation Counsel Garret Nix, and Personnel Director Diane Peterson.

Election of Committee Chair/Vice Chair

Sheriff Waldera opens nominations. Nomination by Amo; 2nd by Ransom for Chuck Jensen as committee chair, No other nominations, Motion by Ransom; 2nd by Amo to close nominations and cast unanimous ballot for committee chair; all in favor same sign; Motion carried.

Nomination by Ransom; 2nd by Greendeer-Rave for Jeff Amo as vice chairman Motion by Ransom; 2nd by Greendeer-Rave to close nominations and cast unanimous ballot for vice chair; all in favor same sign; Motion carried.

Previous Minute Approval

Motion by Ransom 2nd by Greendeer-Rave to approve minutes from the March 26th meeting. All in favor; motion carried.

Agenda Revisions

Corp Counsel will be here about 11:15 will enter closed session when they arrive.

Greendeer-Rave to add agenda item of Neighborhood watch for Jackson County under Divisional reports.

Next Meeting Date/Time

Set for May 17th at 9:00 a.m.. If possible would like to have the meeting the 3rd Tuesday of each month. Will check with Ron Carney to see if the 3rd Tuesday will work with him.

Animal Shelter Quarterly Report

4th quarter report presented for 2015. Year end 2015 report submitted. 1st quarter of 2016 presented. 1st quarter is showing numbers are up a bit. Dog calls seem to be down. Helps to have Deputy Smockowicz trained in animal control. How is fundraiser coming? Presentation was given at the area meeting and motion made for them to support Animal Shelter with \$50,000 in support. Made \$3,000 at the Celebrity bar tender fundraiser. At about \$300,000 so far. Will there be a larger area for large animals? Not really, but there will be a fenced area for small animals like goats, sheep, chickens, etc. Barb brought policies and procedures not sure if they were ever approved. Last time it was discussed the committee believes that the last the committee was involved was when Rewald was going to review. Do not believe that the policies were ever finalized. Is there any kind of form filled out when people come who are interested in adopting animals regarding liability? Have a form that is filled out prior to adopting dog that relieves County of liability. When children come into volunteer there is a liability form that is filled out by legal guardian prior to helping. Do not require people who just come in that are interested sign anything. Do you have digital record on file now? Not exactly, when calls come in after hours a picture is taken and shared on Facebook when taken in. Motion by Ransom, 2nd by Greendeer-Rave to accept the quarterly reports and annual report into record. All in favor; motion carried. Will review policy and procedures and bring back to next LEC meeting. We currently have a 7 day hold for dogs. Is animal shelter looking for any changes to the policy and procedure? No, the shelter is a "no kill" shelter and we do not store euthanasia drugs on site. **Motion by Greendeer-Rave 2nd by Amo to table policy & procedures until next month. All in favor; motion carried.**

Dive Team Quarterly Report

Written report submitted. Membership is down. Is a unique entity within our county. We have a Deputy on staff that is a member of the Dive Team and may in the future become a liaison between the SO and the Dive Team. Bruce's Legacy and the Jackson County Dive Team are completely separate and do not conduct business the same way. The Dive Unit has to have a mutual aid request from other agencies in order to be used. We do not have budget item for \$3,000 anymore. We just service the maintenance on the vehicles and equipment and provide the insurance, liability and workers comp. The balance in the dive unit fund is from donations. Do they have policies and procedures or standard operating procedures? They have bi-laws that Keith Cormican would have the master copy of. County has an internal policy. Dive Team members are deputized with restrictions and no arrest powers but can do recovery. **Motion by Ransom; 2nd by Greendeer-Rave to accept quarterly report into records.**



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Mass Notification System

Emergency Management Coordinator Kristina Page presented quotes from Nixle Slides, Code Red, and Hyper-Reach. Currently we have Code Red through the Emergency Communication Network. We have been using them for about 2 years now and have run into significant issues. Most recent was with the tornado warning testing that was done. One phone received the message at 7:15 p.m 15 minutes after and the 2nd phone received it at 12:58 a.m. the following day. Code Red is a bulky system and takes 5-10 minutes to launch the message. Hyper Reach is limited to the number of calls/notifications you can use. Would like to go with Nixle which does not have limits. Nixle base price is based on county population. Current Code Red has added costs and fees. Nixle will cost \$6,000 with a \$500 setup fee. About ½ the state is using Nixle and ½ is using Code Red. Page spoke with others who use Code Red and they also are not happy with the ease of use and speed of notification. Nixle is not throttled like Code Red and have a unique feature using Google Maps gives alerts for the areas that you are traveling in. Can still do the preprogram messages with flood notices, dam failure, etc. and would not come out hours later. Not really getting our money worth with Code Red and would better used with Nixle. Would it be more user friendly to enter the message from Communications standpoint? Yes it is one screen instead of several. Nixle is text to speech and is a mechanical voice. **Motion by Amo to change from Code Red to Nixle Slides for mass notification at a cost of \$6500 1st year and \$6000 after that. 2nd by Greendeer-Rave with discussion of will they overlap so no lapse in service. It would take effect July 1 with no lapse. Motion carried all in favor.**

Dispatch Furniture

Budgeting goes through construction committee. Maintenance is working with us to help get reduced costs. Moving from current dispatch to new facility. Does not look like the current communications furniture will not make the move. Presenting design layouts with 2 adjustable ergonomics and 1 semi adjustable station using hydraulics based on the staffing in communications which reduces the cost significantly. Had 4 vendors but 1 opted out so we have 3 options to present. Quotes provided from Evans Consoles \$50,657.50; Xybix quote is \$43,549.28 with 2 adjustable and 1 fixed and \$49,637.78 with 3 adjustable. Eaton quote is \$34,271.14 & \$35,906.48 with additional setup cost of \$4,182.50 if installed by Eaton. Sheriff met with Kutcher and Jason in maintenance and they are willing to install using installation manuals that were provided by Eaton. Dispatch chairs will move to the new communications center. If construction stays on course the move would be July. Would need to order by May 20th in order to receive in time for move. Would be able to move one station at a time and get them up and running before moving the next one. IT will need to be involved as well as outside vendors like Centurylink, RACOM, etc. Will have raceways to run the cables through. **Motion by Greendeer-Rave to move forward with Eaton with the bids presented. 2nd by Amo; all in favor; motion carried.**

CLOSED SESSION

Motion by Greendeer-Rave 2nd by Ransom to enter closed session pursuant to WSS 19.85(1)(b)(c)(e)(g). Roll Call – All answer Yes at 11:20 a.m.

Motion by Ransom 2nd by Greendeer – Rave to return to open session at 12:40 Roll call all answer yes.

Action: **Motion by Ransom 2nd by Amo to allow Corp Counsel to make initial settlement offer to Lund/Hart regarding Snow Creek Tower. All in favor, motion carried.**

Merit Pay for the Sheriff's Office

Pool of money was basically 2% of wages. Sheriff's Office Patrol Unit: Recommended that 3 individuals get merit increase and bonus. Wanted to increase the long term LTE's wage with a substantial increase. Difference between LTE reserve and transport is that one is deputized. CPI was .73 in January pulled from WERC. We use WERC because all the unions in WI are tied to that. Page 2 is corrections. Page 3 is Emergency management. Page 4 is communications trying to keep people moving along using the criteria established to get them to midpoint by 5 years. **Motion by Amo 2nd by Greendeer-Rave to approve merit pay increase as presented. All in favor motion carried.**

Divisional Reports

Written reports submitted as presented. Motion by Greendeer-Rave 2nd by Amo to accept the written reports as presented. All in favor motion carried. Tracking of 911 calls may still have some tracking issues but we were able to pull some numbers for March showing 160 911 calls for March. Will be able to show the numbers of calls that come in and are answered and the number of actual calls that are recorded.



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Staff vacancies and Recruitment Updates

Clerical is fully staffed with 3.

LTE Corrections – need to establish eligibility list for male and female. Personnel will get it started next week. Biggest issue is that the staff is gender specific.

LTE Communications – hired

LTE Patrol – Have 5 open vacancies will be doing interviews in May for 10 candidates. One may be a previous deputy who is now DNR interested in working part time for us in the parks.

Neighborhood watch – the county did have a neighborhood watch in place many years ago. Committee dissolved and needs to have a community interest in order to implement and have it be successful. Looking for some type of constant and longevity. Some rental management companies contacted Greendeer-Rave and asked if a neighborhood watch could be implemented and they could be involved. We do have Crimestoppers and we house the 800# here and answer all the calls here. Working with one of the Directors from Crimestoppers and are looking at possibly splitting off and have our own Jackson County Crimestoppers and will reestablish bi-laws and board/committee and get it up and running again. Will report back on neighborhood watch and crime stoppers as a preventative measure. Also looking into the Explorer program. Brockway Town Park will be having a meeting Neighborhood watch May 11th at 5:00 p.m. picnic and meeting about 6 p.m.

Vouchers Payable

Server maintenance – in the process of upgrading to Spillman 6.3 and in the process found that there is a technology level update. Had to go with Solutions II vendor who works with Spillman. Found that the current server is not capable of updating without possibility of crashing. **Motion by Greendeer-Rave 2nd by Amo to approve vouchers payable as presented. All in favor; motion carried.**

2016 Budget Report

4 squads are in. One Admin is set up, other is ½ done.

Motion to Adjourn

Motion to adjourn by Amo; 2nd by Greendeer-Rave at 1:30 p.m. All in Favor; Motion carried.

*******These minutes will be approved by LEC Committee at the May 17, 2016 LEC meeting**