



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 10:30 a.m. on Thursday July 9, 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, EM Coordinator Kristina Page, Personnel Director Diane Peterson, and Animal Shelter Rep Barb Pfaff.

Previous Minute Approval

Motion by Kapfer 2nd by Ransom to approve minutes from the June 16, 2015 meeting. All in favor; motion carried.

Agenda Revisions

None

Next Meeting Date/Time

Friday Aug. 14th 10:00 a.m.

Animal Shelter Quarterly Report

Quarterly report submitted. Dog population is up because puppies were born. One pigeon and one bunny were rehomed. Numbers have been down. Part time help has not been working a lot of hours. Budget should be ok but have not checked with Kyle Deno. Fundraising will take a while to get to \$500,000. Looking at ways to find major contributors to donate larger amounts to reach the total. Need to revise pet adoption contract to add line regarding will bring back to agenda next month to be revised.

Dive Team Quarterly Report

Dive Team quarterly report submitted. Lake Wazee is a deep lake. Forestry and Parks is looking into it. As facts and circumstances come in we should be reacting to them not emotions. Each case is a case by case.

Approval of Animal Shelter Merit Increase

Two part time casual employees that have been with the shelter for a long length of time. Barb gave up her share of the increase and passed it on to the two part time casual employees. Motion by Ransom 2nd by Amo to approve animal shelter merit increases as presented. All in favor; motion carried.

Radio Project Update

Corrected budget presented for radio project. Numbers should match with what bookkeeping has recorded. Invoice did come through for the wiring of LG tac. Radios have not been ordered but the \$5,000 is accounted for in the budget at this time. Still thinking of moving the generator to Taylor. Kristina will check next week on the generator. Figures for future maintenance Have received a budgetary quote from Racom of \$50,000 compared to the \$1200 a year quote we had from Two Way when they were still the company. Racom includes 24/7 365 coverage. Looking into pay as you go contract. Will get quote from Tait and look for another vendor to provide maintenance contracts. Will find out what other counties that are using Tait and see what they are using for maintenance. Warranty is through October. We do have a bad mux but is being debated if it is covered under warranty. We believe the warranty to cover the entire system. Tait says that was not Tait equipment.

Divisional Reports

Written reports submitted. Patrol and detective reports submitted. Patrol format will likely be used in the future and will be revamping the detective report as well. Warning and citations were presented from TraCS. Detective case load is high. Drain for padded cell is here. Halvorson is going to install the drain.

Staff Vacancies and Recruitment Updates

- Request to fill vacant full time Communications position – A. LaBarbera is leaving as of July 17th. We do not have a current eligibility list. Two float positions right now and one will go to straight night shift and other float shift will need to be filled. Motion by Amo to fill vacant full time position. 2nd by Ransom. All in favor motion carried.
- Request to fill vacant full time Corrections position – position is vacant due to a resignation that occurred last week. Short one full time male, one LTE male and one LTE female.
- Two LTE for patrol are doing ride alongs right now. One is jail certified the other has to finish the academy which



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will be in August. Policy states that applicants have to test for the list they are applying for. A patrol applicant can not be hired for the jail without testing for the jail. Can open up hiring for jail via internal application. Would have two employee numbers and would be tracked for Garcia rule under the jail. Will put on the agenda for August meeting to do internal posting for jail corrections. If committee recommends hiring this way, it is fine but should not become the standard hiring practice. Motion by Ransom 2nd by Carney to approve hiring for vacant full time corrections position. All in favor; motion carried. Motion to allow for internal hiring for vacant corrections position when needed for current vacancy by Carney; 2nd by Kapfer all in favor; motion carried.

Vouchers

Will move the uniform pants from Hwy 54 to correct vendor of Lark Uniforms. Vouchers approved. Motion by Amo; 2nd Ransom; all in favor motion carried.

Budget Report

Wages are still not all entered into our budgeting.

CLOSED SESSION 11:48 a.m. Motion by Kapfer 2nd by Ransom; roll call all yes.

- The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c)(e)(g) 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); conferring with legal counsel regarding strategy to be adopted by the LEC with respect to litigation in which the County is likely to become involved.
 - Snow Creek Tower
 - Personnel Matters
 - Annual Evaluation
 - Motion by Ransom; 2nd by Carney to return to open session pursuant to sec 19.85(2) at 1:11; all in favor; motion carried

Report out on closed session: Motion by Ransom; 2nd by Amo to approve Animal Shelter (Barb Pfaff) evaluation; Motion by Carney; 2nd by Kapfer; to approve Chief Deputy evaluation; all in favor; motion carried.

Motion to Adjourn

Motion to adjourn by Carney; 2nd by Kapfer at 1:13 p.m. All in Favor; Motion carried.

*******These minutes will be approved by LEC Committee at the 8/14/15 LEC meeting**