



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 – ADAM M. OLSON, CHIEF DEPUTY

E-MAIL: sheriff@jacksoncountywi.gov

Call to Order

Chairman Chuck Jensen called the meeting to order at 10:00 a.m. Tuesday, July 18, 2023 in the County Board Room of the Jackson County Courthouse. Ron Carney, Garth Rolbiecki, Max Hart and Bill Laurent present. Also Present Sheriff Waldera, Chief Deputy Olson, Captain Kaylan Rich, Jail Sergeant Lucas Johnson, Patrol Captain Nicholas Gray, County Board Chair Jeff Amo, Facilities Manager Rick Poff and Human Resource Manager Susie Meinerz.

Agenda Revisions

None

Set next meeting date/time

August 22, 2023 10:00 County Board Room Regular meeting

July 27, 2023 10:30 Special Meeting

Approve minutes from previous meetings

Motion to approve minutes by Carney; 2nd by Rolbiecki; all in favor motion carried.

Discuss/Act -Strategic Planning/Building Needs

Samuels group could not attend today. Asked if special meeting could be July 27th to discuss next communication plan if that works. Will meet July 27th 10:30 a.m. Special Meeting.

Internal movements of office needed due to recent jail inspection. Possibly move Cpt Rich to the Courthouse wing and use her current office for the mental health examination room. Could also move the mental health provider office to the courthouse wing as well to open storage space in the jail. This would provide proper storage for items in the jail that do not have a place right now. Other facility challenges include the need to use the internal office interview room to speak with outside citizens which would be better if that was outside of the administrative office area as well.

Previous meetings there were discussions at getting federal funding for the jail project build but that seems to be denied. We have not found any other grant funding that would fit for building the jail. Sheriff will draft a letter of inquiry to Wisconsin Legislature for funding. Will bring back July 27th for committee review and signatures.

Pause on moving ERT to the new garage due to needed space for vehicles from a traffic crash. The ERT vehicles are at the new garage.

Discussion with City of BRF. Have been invited to attend the counsel meeting Wednesday the 19th. Will ask City to discontinue 3rd Street and have the option of remaining on site for the build. This could allow for just the jail build.



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 – ADAM M. OLSON, CHIEF DEPUTY

E-MAIL: sheriff@jacksoncountywi.gov

Out of County Housing Agreement Contract with Clark County

Contract was sent to Corp Counsel for review. We have not met or spoken with Corp Counsel yet regarding the proposed language. Will work with Clark County regarding this to have it signed. It will be an unknown fiscal expense. Cost will still be \$40/day per inmate. Only pay for who is there that day. Clark will work to provide transportation of our inmates and we will help as we are able. Medical expense will be billed and paid by us and then we will bill the inmate and collect when money is on the inmate books. Contract is written for one year with auto renew. Will bring the finalized copy to the July 27th special meeting for approval/signature.

Capital Vehicle Review

Revisited with Enterprise Rental regarding lease of vehicles rather than purchase. They are able to find the fleet we need and put into a rotation of 3-5 years. Initial would be 5 vehicles to start with anticipated savings over the years of \$15,000/year. Vehicles would be what we want (SUV for SUV etc). Would convert all vehicles to SUV/truck. Would also include setup costs and we could still use our current vendors. Maintenance costs would also be included with approved vendor of our choice. Will need to look at the contract and make sure there are no overage costs on mileage or fees for the holes added for equipment mounting. Would include the entire fleet. Enterprise would become the "fleet manager". Will bring back more details prior to budgeting for further discussion. They will be making requests for vehicles late August so we will need to get back to them before then. Program would be lease to own also so we could choose to buy out at end of lease if we decide not to continue. Enterprise representative will present at special meeting July 27th.

Divisional Reports

Written reports submitted. Emergency planning upcoming drill scheduled for Hixton. Question was asked how it is budgeted? Believed that the CHAZ grant can be used for exercises if needed. Will get clarification from EM Coordinator.

TSS: Have been working with dispatch lead to gather information needed by the State for planning and integration to the Next Gen 911 System. There is funding available from the State and will work with AT&T on equipment needs. Project has been paused for now due to pending space needs and future building plans. Would need a whole server rack for the Next Gen 911 equipment. IamResponding/Flex Connection communicate and send messages to emergency responders via email, text and mobile app. However, since the migration of Office 365, we have been having intermittent failures with these messages. I am working with both vendors to try and find the cause of the interruptions. Working with Captain Rich to set up the workflow feature in the flex jail module. This will enable supervisors to monitor jail actions entered into flex by jail staff. There are a couple of set up items that need to be completed and it should be ready for use. Central IT has started the process of implementing 2 factor authentication for Kronos and Office 365. All Sheriff's office staff have been busy registering for the application. DUO has not been officially turned on yet but should be in the next week at which time the staff will be able to use smart phones or fobs issued by Central IT to verify their identity upon log in to both applications.

Staff Vacancies and Recruitment Updates

Sheriff handed out updated org chart. One FTE vacancy in corrections. Have completed interviews, top three in background stage. All three were good candidates. Also conducted part time interviews for patrol deputies. Will



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 – ADAM M. OLSON, CHIEF DEPUTY

E-MAIL: sheriff@jacksoncountywi.gov

be doing background on one of those applicants. Communications will be back to full staff once everyone returns from leave.

Vouchers Payable

Motion by Rolbiecki 2nd by Laurant to pay vouchers as presented. All in favor; motion carried.

2023 Budget Review

We should be at 53.8% for the 14th pay period and we are at 53% overall. Medication line is and will continue to be over. Budget is tight.

Motion to adjourn

Motion by Hart 2nd by Rolbiecki to adjourn at 11:29 a.m.