



Jackson County Sheriff's Office

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

SHERIFF DUANE M. WALDERA

E-MAIL: sheriff@jacksoncountywi.gov

Call to Order

Chairman Rolbiecki called the meeting to order at 10:00 a.m. Thursday, June 20, 2024, in the County Board Room of Jackson County Courthouse All members present. Also present were Sheriff Waldera, County Clerk Cindy Altman, HR Director Jessica McDonald, HR Assistant Gena Konz

Agenda Revisions

Move I to H

Set Next Meeting Date & Time

July 18 10:00 a.m.

Approve minutes previous meeting(s) Discuss/Act

Motion by Laurent; with amendment Remove /Act 2nd by Anderson; All in favor; motion carried

Public Comment

Public comment notice read by Committee Chair.

Discuss/Act on Building Needs

- i. Samuels Group Presentation – Samuels Group recommends using the DHHS site to pursue options. Discussion regarding cost of building at DHHS. Current cost is between \$45-\$50 million.
- ii. Discuss Communication Plan Business Partnership – Communications plan is complete. No resolution as to what the next steps would be. Not contractually bound to continue working with Samuels Group/Venture. Discussion regarding work group responsibility of finding location site. Was taken to the property committee for them to act on finding the location. Need to resolve the differences somehow with what the direction is. Discussion regarding having an architect come in and give recommendations. Discussion regarding what makes the most sense regarding relocation expenses if a remodel were to occur. It was suggested cost estimates are needed for housing/transportation/operations during remodel. Encourage request to County Board Chairman to create ad hoc committee for Jail Study/Build. Will ask property committee to invite LEC to property meeting in June to discuss creating an ad hoc committee for jail study/build.
- iii. Present information regarding counties using Samuel's Group – Survey results verbally presented.

Report on City Council Meeting Street Closure Discussion

Sheriff presented information regarding discussion with City of BRF on options of closing any of the surrounding streets around the current jail.



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Chapter 5

Discuss/Act on 5.02 Sheriff's Department

- Sub 3 – statute is 59.26(8)(a) Wis Stats. Motion to have the Sheriff and HR work on updating Chapter 5.02 and bring back to LEC. Motion By Hart 2nd by Carney; Roll call all yes. Motion carried.

Discuss/Act on 5.07 Provision for Chief Deputy Motion to have Sheriff and HR work on updating Chapter 5.07 and bring back to LEC. Motion to have Sheriff and HR work on updating Chapter 5.07 and bring back to LEC. Motion by Carney 2nd by Laurent; Roll call all yes. Motion carried.

Discuss/Act on 5.09 (1) Jail Expense Reimbursement Policy & Charges – July Discussion regarding DOC hold reimbursement and inmate medical fees being reimbursed. Motion to have the Sheriff's office work on updating Chapter 5.09 and bring back to LEC. By Laurent 2nd by Anderson; Roll call all yes. Motion carried.

Discuss/Act Jail Meal Contract

RFP for jail meal contract. Motion to recommend changes by Corp Counsel and put out for bid. Motion by Laurent; 2nd by Hart. All answer yes. Motion carried.

Work Group Update

No further discussion.

Divisional Reports

Written reports submitted. No discussion.

Staff Vacancies and Recruitment Updates

Current organizational chart presented showing staffing and current vacancies. Verbal also given.

Discussion regarding Lieutenant position/could it be a detective. Could possibly work depending on layers of supervision and workload.

Discussion regarding nepotism policy. Process has begun to change the policy and word appropriately.

- Discuss/Act to fill Lieutenant Vacancy Motion by Laurent 2nd by Hart to move forward with filling position. All Yes; motion carried.

Approve Vouchers Payable Discuss/Act

Motion by Laurent; 2nd Hart all in favor; motion carried.



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Budget

No action taken.

CLOSED SESSION

- a. The committee will convene into closed session for the discussion of employee related matters pursuant to Wis. Stat. s. 19.85(1)(c), employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility
 - Deputy Smart Union Probationary Period Complete Action item.

Motion by Hart 2nd by Anderson to enter closed session at 12:13 p.m. Roll call all answer Yes.

Motion by Carney 2nd Andreson to return to open session 12:20 All in favor. Motion carried.

OPEN SESSION

- Discuss and or approve decision made in closed session
 - Motion by Hart 2nd by Laurent to approve probationary period and pass on to full time regular status in accordance with union contract. All in favor; motion carried.

Motion to Adjourn

Motion to adjourn at 12:22 by Laurent 2nd by Anderson; All in favor; motion carried.

DRAFT TO BE APPROVED AT JULY 18, 2024 LEGISLATIVE MEETING