



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. Monday, August 26, 2013 in the Compass Room of the Jackson County Courthouse. Additional members present were Ron Carney, Jeff Amo, Marge Rewald, and Ray Ransom. Also Sheriff Waldera, Steve Pott PSC Alliance, EM Coordinator Kristina Page, and Jail Captain Mike Ring.

Previous Minute Approval

Motion by Ransom to approve with correction of 2nd by Carney for DEA license; 2nd by Rewald to approve minutes from the July 22, 2013 meeting. All in favor; motion carried.

Agenda Revisions

None

Next Meeting Date/Time

Next regular LEC meeting will be September 16, 2013 at 9:00 a.m. – Compass Conference Room-Courthouse Budget discussion will also be the 16th.

Animal Shelter

- Animal Control – Casual Position

Radio Project Update

Microwave testing has started Wednesday, Thursday & Friday. Coverage testing will start on the 9th of Sept. Project manager was advised that if the microwave testing was not completed no use in doing the coverage testing. Vast majority of radio programming is complete. Just a couple left which we expected. Looks like we will be able go live the 23rd of Sept. Talked to Tri-State and there was some wind the last couple months that caused some lean at County Rd A but nothing that is serious. Dairyland is experiencing some de-sensing but is being looked into and some filters are being put on. Intermod study was not an issue when completed there wasn't enough separation. HVAC in the shelter in Taylor we got from the other county. We need to put in a different thermostat. A bolt also vibrated off the fan but was running ok otherwise. Mulhern was there and looked at the tower railing. He thinks we should install a kick back brace by removing the nuts and putting the brace on and retighten. Mobile & Portable radio programming allows for \$5000 from project. Confused about the Tait contract. Original budget was \$1,574,161.09 When reviewing the change orders it appears that Tait had about \$111,000 less in their original amount than we did. May take care of the excess \$30,000 because of this. Seems we are in good shape. When Don reprogrammed all the radios, Chief asked him to look at all the radios in the squads to be sure we didn't have any that were outdated and may need to be replaced. At the end of the project if there are still funds left (which were budgeted in the beginning) will look at replacing them. Highway Dept needs to reprogram their radios. They are leased and will need to have the company reprogram them. Someone will make sure the template for the radio programming gets to Highway. Highway may want to wait until after go live so they don't have to switch zones and just go live. Forestry is wondering if they are done with the towers/microwaves. There are some materials left there that need to be disposed of.

Annual Jail Inspection Report

Copy of jail inspection report was sent to Committee for review. The jail population when he came was right at 60 with 25 on electronic monitoring. Jail inspector thinks we should cap at 80-85% which would be about 48. Captain advised he didn't know how we would be able to do that. Is there anything we can do to expand the population with what we have now for space? We may be able to use double bunking but we may not have enough square footage per cell. 15% have to be single cell. We may be at that limit already. Day rooms are big on the max size but can't improve on those. Seems we are pretty much at the max. Tresp, Buffalo & Monroe



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have linear jails and comments were that we have one of the better ones in our area. Stock meds – does not want jail officers to have access to them. On shift training is being implemented. One side cell is suicide resistant and would like the other to be done the same. EMP number is really at a point that should have an officer strictly dedicated to monitoring it. We are looking at that. By having Advanced Healthcare it really helps control problems. The EMP staffing – looking at the revenue we bring. Will be introducing a plan for staffing this position and will basically pay for itself. Discussion as to if Ho-Chunk funds could be used to offset the expenditure side of operations costs to cover the EMP which would be the cost of monthly monitoring fees and cost of new bracelets. The kiosk that was just implemented will be used for drug court, the electronic monitoring program, probation etc. and hopefully some of the costs will offset from this as well. Uses fingerprints to activate and they blow into the PBT and if it tests positive it alerts the jail staff. Will schedule the annual walk thru for December sometime.

Outdoor Evidence Storage – Forestry & Parks

Current outdoor storage is at highway and we are not able to use the outdoor storage for anything that is of any value because people break into it. Through conversation with Jim Zahasky we could possibly extend one of their fenced areas. Install a camera system which we already have and could use. Would use the current fence at highway and expand the one area at F&P. Would be very low cost to complete this. Good idea and would be good to be able to use the outdoor storage.

Divisional Reports

Written reports as presented for Corrections, Detective and Patrol divisions. The Committee will review unless there are questions. No questions.

Courthouse Safety Drill - Update

Last week Wednesday there was a courthouse safety drill and it went ok. Completed the drill and had a hotwash afterwards where anyone who participated could offer their opinion as well. Internally the response was good but visitors really did not know what to do. Will have safe places for visitors to go. Need to work on the communication process. Once people new what was going on it seemed to go better.

County Substance Abuse Policy – Discussion/Review

There were a few areas that were controversial. Section that deals with post accident testing. When a vehicle deer accident using a county vehicle why not a turkey, elk or other animal why specific to deer crash. Would have to stop operations in order to test. Need an exemption for emergency calls. Introducing a Supervisor's post – accident investigative report to use when an accident occurs. Would have someone observe (such as State Trooper, other deputy) the employee involved in the accident if it appeared testing needs to be done proper procedure would be followed. If there is a liability risk then a test should be done to cover the County. Form could be modified for use with other departments such as F&P and Highway for if an accident occurred outside of vehicle. **Motion by Amo 2nd by Carney to forward to Personnel & Bargaining with noted changes. All in favor. Motion carried.**

Staff Vacancies & Recruitment Updates

There is full time vacancy occurring in Communications. There were 2 of the 3 people approved as LTE dispatch and try to select one to go into the full time position. Jail staffing is fine. Patrol still working on a few backgrounds on LTE side. Currently have 5 LTE's on staff but one will become FTE so will be down to 4 on staff.



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Vouchers Payable

Question on vests – Union contract can purchase whatever vest they want. If it goes over \$500 the deputy has to pay the difference. Once vest is purchased, it is submitted for the bullet proof vest grant and we are reimbursed for 50% of the cost. Humane Officer training for Smokowicz, what is the reason? We need to have a person on staff that is trained in animal investigation “humane officer”. We have two ATV's on a lease both reimbursable by the State. We do have the motorcycle on a \$1.00 lease. Problem is there is no training by the State Patrol anymore and would have to go through own training and it costs a lot more to go through. Will look at the motorcycle and see if it makes sense to keep it. **Motion by Amo 2nd by Ransom to approve vouchers. All in favor motion carried.**

2013 Budget Report

Midpoint we are about 5% over for 7 months. Overall at about 63%. There won't be much impact to budget but we tried US Cellular but it did not work out for our deputy usage. Went back to Verizon. Looking at transitioning to Spillman mobile right after the radio project is completed. Will discuss the costs in the 2014 budget. The mapping software we used a grant to get does not work with Spillman and they say they can't fix it. Will likely be going back to GeoLinx. There is an issue with the jail medical costs. Advanced Health is to provide LPN but the nurse we have is now an RN. Advanced does not pay for RN only LPN. Met with Advanced last week and the cost difference is about \$13,000 to keep her as an RN. BRMH wants to meet with us to discuss options for jail medical. County Public Health is not an option due to costs. Mental health may be making a change. The current provider may be leaving Advanced but he will be presenting a contract for services directly with his own business.

Closed Session – motion by Ransom 2nd by Carney to enter closed session at 11:18 a.m. All in favor; 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)(f) 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).
 - Probationary Employee Performance Evaluation
 - Motion to return to open session pursuant to sec 19.85(2) by Ransom 2nd by Amo at 12:05

Action on Closed Session Items

- Motion by Ransom 2nd by Rewald to come out of closed session at 11:36. All in favor motion carried.
- Action taken in closed session: Motion by Ransom 2nd by Carney to approve 1 year evaluation for Patrol Deputy Michael Bartlett and move to full time permanent employee, subject to union contract. All in favor; motion carried.

Motion to Adjourn

Motion by Amo 2nd by Rewald adjourn at 11:38 a.m. All in favor; Motion carried

*******These minutes will be approved by LEC Committee at the 9/19/13 LEC meeting**