



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. Thursday, September 19, 2013 in the Explorer Room of the Jackson County Courthouse. Additional members present were Ron Carney, Jeff Amo, Marge Rewald, and Ray Ransom. Also Sheriff Waldera, Captain Mike Ring, Captain Tim Nichols, EM Coordinator Kristina Page, Barb Pfaff Animal Shelter

Previous Minute Approval

Motion by Ransom with 2nd by Rewald to approve minutes from the August 26, 2013 meeting. All in favor; motion carried.

Agenda Revisions

None – Barb Pfaff DEA number Government agency is exempt from the fee and we now have a DEA number at no charge. Marge asked how casual employees are hired. Barb says they are just “chosen” should they go thru personnel and interview process.

Next Meeting Date/Time

Next regular LEC meeting will be October 28th, 2013 at 9:00 a.m. – Compass Conference Room-Courthouse

Radio Project Update

Update via phone conference. Steve was here yesterday and generator start up is underway at the shelters. Preliminary testing was done about a week and a half ago. There were some failures and the microwaves were not connecting so coverage testing could not continue. Tait regrouped and did remote access. Engineer scheduled and arrived Sunday or Monday and is to get talk through system working. Jeff and Steve will be back tomorrow to do preliminary testing that they tried a few weeks ago. Don from Two Way was not available on the original date. We will go live on the 23rd if everyone is available as needed to do so. Some of the fire departments have not gotten their programming done. Some are trying to get it done this week. Regardless of where the fire departments are in their reprogramming we should go live and continue to use the old system until the 30th. There was some misunderstanding and some departments thought all they had to do was go narrowband even though they had the templates and information. Alma Center is completing theirs today or tomorrow. BRF is concerned if they can be done by Monday. Hixton was also scrambling. Taylor was not able to get ahold of and Hatfield is working on it but not sure if they will make the date Monday either. Merrillan has narrowband and making arrangements to reprogram. City Point has it scheduled with Don. Worst case they might need an extra week. Taylor & City Point have contacted Don at Two Way and knows what needs done and not sure if he can get it done by the 30th. What happens if they don't get their radios done, they won't be able to talk but can have both systems up at the same time for a short period of time. Fire depts. Can not be on both systems at the same time. It would need to be all or nothing with the fire departments otherwise they will not be able to heard. Would be a good idea to try to extend the waiver to be sure that everything is up and running with the fire departments. There is no fee for extensions. FCC could tell us we have given you enough time, but feel it shouldn't be a problem since they can see that we have been working steady and made progress. Think it would be granted but not sure if we would have the approval for extension by Monday. Console position communications currently uses would be ok to use as is and would not create any problems from dispatch standpoint. When the coverage testing is done, are we testing fire live as well or would we have to go back out and do that afterward. Plan was to use two channels to test, one for audio quality and the other was for signal strength/coverage area. Original plan was to use the fire channel to test the audio and what would happen is that dispatch would need to turn off the new channel before sending out the page on the old channel. Won't disable any of the old system until the 30th. Any updates on the microwave mounting at the jail. As of last week Gaier was going to have it done this week but it is still on the roof. Final billing from Tait will be 30 days after we go live. Dan Brooks project manager states the burn in period will not start until after



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coverage testing. As far as we know we are still within budget and should be ok. We were going to put some type of repeater or receiver in Knapp. Cost is in the budget but radio not available until after the old system is decommissioned. Go live Monday or wait until everyone is ready or apply for the waiver? Will apply for waiver and still go live Monday while Paul Anderson is in town. That way we will be covered either way and the fire departments will have time to be ready with their radios. Kristina will schedule a meeting with all the fire department heads and give them an update and let them know what needs to be done. City PD has been working on programming theirs as well. Sheriff requesting MOU's for frequencies for neighboring counties and we will check our files to see what we have. Need list of frequencies that we have for use on neighboring counties. Has a letter been issued to Hart/Lund yet about terminating lease? Rindal left as of yesterday. Still waiting for answers from Paul Millis. Is there someone else we can contact to get a response? Sheriff will check with Kyle Deno to see if there is a contact in Eau Claire at Weld Riley Prens Ricci Corporate office that we can contact. Have done email and phone contact attempts but no response.

Divisional Reports

Written reports were submitted for Corrections, Detective and Patrol divisions. The Committee will review unless there are questions. Alcohol kiosk has about 30 people already registered. 20 to 30 a day use it. Majority are the ones the Judge sends over for conditions of bond and cannot be charged. Frees up time for jail staff and is located in the lobby of the jail. It is calibrated once a year. It lets you know if there is a problem.

2014 Budget

Summary report and line item breakdown presented.

- Salaries and benefits – Diane Peterson puts in what she feels will happen. Currently in union negotiations so will be subject to change. Budget is now including workers comp which in the past few years has not been budgeted. Health Care has not been set yet but was presented as 6%.
- Rec officer doesn't change much. There is an increase in the rec capital equip but everything spent is reimbursed monthly.
- Tribal L.E. – one employee is budgeted to this and currently is deputy Kuehl and she does not take healthcare so it is a lesser impact to the budget. Some is offset by a grant but we don't get the funding until after the 1st of the year so we won't know how much that is. Grant is a pool of money we get that is split among counties.
- Sheriff lines – majority was status quo except for wages and fringe benefits. Sheriff salaries lines are road deputies, administration and clerical minus tribal officer and rec officer. Also include operations lines. No increase in Sheriff operations line but traffic increased a small amount due to maintenance contracts.
- Traffic Maintenance agreements are kind of nickel and diming us. Looking at going pay as you go rather than keeping maintenance agreements. Spillman provides a mapping program for dispatch called Summit. We were sold a product that isn't working. Want to go back to GeoLynx and would like to go back to them. Spillman is in the process of looking at GeoLynx as well. If we don't keep Summit we currently have no mapping. Sheriff asked Kyle Deno if we should budget for the cost of GeoLynx capital purchase even though we may not be able to use the grant if purchased prior to receiving/writing the grant. Spillman says they can fix it but it is not working. We have tried their software for this length of time and we need our money back. Based on the Chief's experience in Grant writing we would not be able to use grant money if purchased prior to the grant being written. We want to switch back to GeoLynx but don't know how to fund it at this time. Biggest problem right now is that when a 911 call comes in from a cell phone it doesn't find the location of the caller. Maintenance contracts in the traffic line shows a 3% increase but may go back to what it was. Two Way also requires \$100 a month now for maintenance plan on our equipment. If he is called in a month he uses deducts the \$100 off the bill.



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- Communications area – moving away from purchasing polo shirts for employees as in the past. Moved Funds to training line. Had an increase in electrical use with the new towers. Increase in Maintenance contracts communications for CenturyLink, Code Red and Nice Recording system. Program we had was Global Connect and was bought out by Code Red and they charge a \$4800 fee to access the system for the mass notification system which is part of our safety plan. Tower rental was already budgeted but we included the Snow Creek of \$3600 for the next year in case we still have it.
- May be able to decrease the maintenance contract with the Livescan.
- Jail – meals increase – have used 46.8 as average daily population for years. Average daily population has been 55 but did not make sense to show that increase at this time. If budgeted at the current average of 55 it would have increase to about \$193,000. Might be able to renegotiate meals with hospital and change to one hot and two cold meals which might reduce the cost. Will check with the hospital and see if we can adjust. Budgeted at \$166,000 for 2014.
- Emergency Medical jail has a 3% increase for medical and mental health. Currently in negotiations with the hospital to see if they can provide services without increasing our medical health. Working with Don who is currently providing the mental health through Advanced Healthcare is going out on his own and may be able to provide services through his own business at a lesser cost. Contract with Advanced is to provide 32 hours of feet on the floor service but they don't provide a replacement if the nurse is sick or no vacation. Trying to work out with the hospital for onsite medical visits and review medical records. Do you think they would provide just one nurse or would it be rotating? Cpt Ring thinks it would be rotating so he could have a nurse 32 hours a week 7 days a week so they could do med pass, etc. Could also look at the pharmacy Diamond and the hospital has their own pharmacy which may be less as well.
- Jail Staffing – presenting as a budgetary finance type of thing. Looking at a way to ease some of the work on the jail administrator and have someone who would be able to step in when the jail administrator does choose to retire. With EMP program and staffing needs upstairs we coordinate this position as a Sgt. Sworn position which Cpt Ring would directly oversee, it would offset some of the costs of the position. Using the vacant Sgt position would take over and increase the EMP program for Jail Cpt and the revenue would cover the cost of the position. If truly looking for a second in command and bring EMP position up to the full potential you would want a sworn law enforcement position. Would be a flexible type schedule with overlap. Recommendation is to maintain the four corporals and fill the vacant Sgt. Position with EMP duties. With the corporals we are achieving 24 hr supervision in the jail. Would be able to increase the EMP to as many as 30.
- Electronic Monitoring – committee wanted to use Ho-Chunk funds to offset the funds but when met with Kyle Deno she suggested using capital equipment instead for capital purposes. The lease on the PBT Kiosk and EMP bracelets could use capital equipment funds to offset the program. By using capital equipment it frees up levy dollars and allows for increased revenue. EMP program would keep more out of the jail, reduce meal costs, out of county housing, etc.
- Capital Equipment - \$132,000 for cars. Do you think that is enough? We were a little short this year. What are you proposing to buy next year? Taurus and UTV. UTV has a little more room and allows for more seat adjustment when training than the Taurus. State has not released the pricing yet and the only manufacturers that offer police packages in sedan and UTV is Ford. How did we come out on the sale of vehicles? Still pending but should come out a little over what we budgeted for revenue of \$17,000 we have been about \$20,000. Could look at selling vehicles on Wisconsin Surplus website sale or Auction Associates. Recommendations by Amo to increase capital vehicle equipment to \$135,000 instead of \$132,000 for 5 vehicles. 2 crown vics, 1 impala, a detective and



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one SUV in the rec department.

- Any other discussion on budget? Overall it appears there is about a 3% increase in budget with about 1% being operational and the rest being salaries & benefits including workers comp which was not previously in the budgets for several years. The levy request for budget dollars is \$102,694.
- Amo asked if pretty confident in board of prisoners and jail revenue? We struggle each year and each year they cut more and more.
- Motion by Amo to pass budget as presented with noted changes to exec and finance 2nd by Carney. All in favor. Motion carried.

Staff Vacancies & Recruitment Updates

- LTE Communications, one applicant withdrew. Two LTE's for patrol scheduled to come on board. Corrections is fully staffed. Corrections, has one vacancy yet and working on filling the 3rd.

Vouchers Payable

Motion by Ransom 2nd by Rewald to approve vouchers all in favor motion carried.

- Discussion about wrecker summit. Will schedule a meeting at some point in the future with wrecker services to discuss.

2013 Budget Report

General overview is within where we need to be but it will be a tight budget this year.

County provision is to stay within the 30 hours per less per week per year.

Closed Session – motion by Rewald 2nd by Carney to enter closed session at 11:43 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

Motion by Ransom 2nd by Amo to return to open session at 11:50 a.m.

Motion to Adjourn

Motion by Ransom 2nd by Carney adjourn at 11:51 a.m. All in favor; Motion carried

*******These minutes will be approved by LEC Committee at the 10/28/13 LEC meeting**