



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, February 24, 2014 in the Compass Room of the Jackson County Courthouse. Additional members present were Ron Carney, Jeff Amo, Ray Ransom, and Marge Rewald. Sheriff Waldera, Chief Moan, EM Coordinator Kristina Page, and Jail Captain Mike Ring were also present.

Previous Minute Approval

Motion by Ransom with 2nd by Rewald to approve minutes from the January 20, 2014 meeting with a correction to the date and time of approval. All in favor; motion carried.

Agenda Revisions

Sheriff asked that item M be discussed before D & E since Diane is here to discuss.

Next Meeting Date/Time

March 24, 2014 9:00 a.m.

Radio Project Update

The system is live. Kristina is keeping Jeff Nelson and Steve Pott in the loop. It was a little bumpy in the beginning. Looks like things are working as expected. Taylor is an issue. The Taylor Fire Department has had some problems getting some pages out. We had recommended a transmit site in Taylor but because of budget concerns we did not go that route. It is more reliable with portable radios. Taylor has old pagers, using wide band pagers on a narrow band system. Message was very clear from the beginning to fire departments that they needed to upgrade. Taylor is testing some portables that may solve the problem. We requested a quote from Tait for a transmit site, but that will probably be closer to \$90,000. We asked for a single channel, just fire to try and keep the price down. Tait was supposed to have that to them last week, but still no quote. According to Jeff Nelson it is not a huge issue, coverage is pretty good. If Taylor went to narrow band that would not completely fix the issue. Single strength is probably not adequate for indoor buildings. Steve Pott thinks they would get the tone inside, but not the voice quality. Another option to resolve the Taylor pager issue is to see if a VHF channel is available, other than the fire frequency. Multicast pager would be on a different channel. The Multicast option would be between \$5500-\$6500. This would not include the cost of them reprogramming their pagers. Assumes that Two Way would do the work, rather than Tait. Taylor is looking to change over to radio/pager combo. Jeff Nelson does not believe the issue is bad enough to be dealt with at this time. Advises we see how the portable pager works out.

There were concerns relating to the low volume compared to surrounding counties. It appears the inbound traffic from portables is set at right level. Traffic from counsel may not be at the right level. Microphone technique was pretty good, but headsets have been suggested to improve the noticeable difference in voice volume from individuals. Headsets may resolve that some. Recommendation is to look at headsets. Radio, 911, and phones have to all be able to communicate and right now they will not all hook up to the same headset. Combining the 3 can be done, but it will cost us something. Don from Two Way suggested we try an amplifier but that may cause an issue with the background noise. We are in the process of trying 1 amplifier.

Kristina advised we want to get a quote to solve the radio volume and ergonomics issue. Not inside this project but a separate budget item. Sheriff advised there is a system available that may be what we are looking for and is seeing about the cost of that. Chippewa County is currently using this same system. Sheriff advised we will need to think about this in the near future.

Jeff Nelson advised there are three action items to consider. 1) Tate has been asking for the 30 day



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acceptance window. Jeff Nelson advised that now would be appropriate to start the 30 day acceptance clock. 2) That we submit to the coverage verification test, meaning we agree that what they proposed the coverage would look like is similar to the current coverage. 3) System acceptance test. Which means all the pieces that they said would be there are there.

Contract is written that if a significant failure occurs, the 30 Days clause will start over. Chief thinks that overall we are going to like it. It is a good system, but there are still little things that need to be worked out. Sheriff thinks the system is working fine, only concern is the response to issues has not always been great. Does not have full confidence in Tait. Jeff Nelson stated it is important to have spare parts because maintenance can take a long time. Chief would like to make sure that the punch items are underway and then we should move forward with the 30 day acceptance clock. Contract was on beneficial use. There are 4-6 items on the punch list, depending on how you count.

Ransom made a motion that as long as the majority, (4-6) of the punch items are complete, we will start the acceptance window on March 3, contingent on the majority of these items being complete, 2nd by Amo, all in favor; Motion carried.

As far as the painting issue goes, the Vice President of Tait said it sounds like the specs were clear and Tait did not do what they were supposed to do. They will be working to address this.

Kristina added that the old fire control station needs us to take the radio out but we will be leaving the antenna up and donating it to them. Amo believes it is owned by the BRF Fire Department but donating them is a good idea. Kristina will talk to BRF Fire Dept.

Sheriff will see about doing a tour of the Brockway Tower.

Divisional Reports

Written reports submitted. The Committee will review unless there are questions.

Patrol Division - The City PD is going through a staffing shortage. They notified the Sheriff that they are not able to cover all shifts. Sheriff's Office will be covering some of the night shifts. 10-15 days per month. Sheriff has met with Brad Chown and received an email from Chief Frederick regarding this. City Council has voted to fill the position, but will need time to fill it.

The judge is creating a new 7 Challenges Program. The Judge would like the Sheriff's Office to cover the School District calls but we are still working through this. We are trying to avoid getting involved in the decision process and are not sure why we are being asked to be the primary. We will be having further discussions with the stake holders on this.

Communications - County Mutual Report handout from Kristina - Not ready to take action, just doing some exploratory. This came out of a workman's comp issue.

Lake Arbutus was drawn down 6-10 feet. Lake is closed. The main impact on the Black River was that we had to close down the snow mobile crossings. Sheriff asked if and when the Black River snow mobile crossing would be reevaluated. Kristina does not see that it will open back up this year. On the positive side, this may help mitigate some of the spring flooding. Wednesday will be the Table Top exercise for Court House Disturbance. Follow up from the previous training.



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Chief Moan assists in coordinating the Polar Plunge. He has served on the committee for 17 years now and represents Jackson County. It is on Saturday, March 1 in La Crosse at Pettibone Beach on the Mississippi.

Staff Vacancies and Recruitment Updates

Patrol Sergeant Interviews are pending. Testing is completed. We have approximately 8 interviews on Friday for 2 LTE positions. Jail is now fully staffed and we have our Sergeant on board. Transition went well and Sgt. Brown is learning quickly. We have a vacancy for one male LTE and two female. We are not getting many female applications. If this does not pan out we will have to do an ad for "Female Applicants", which we have seen done in other counties.

Vouchers

Motion by Amo to approve the Vouchers, 2nd by Rewald. All in favor; Motion carried.

Resolution to use excess revenue to offset budgeted line item overages

Nothing to report at this time. Sheriff will ask Geri to add an item to view the resolution at the time of interviews. Technically you can not use revenues that you were not expecting to offset expenses. The largest issue is in Sheriff's operating budget which is over \$60,000. This is mainly overtime due to homicide investigations. Jail is over on electronic monitoring by \$16,000 but the resolution would address the electronic monitoring income.

Replace Fingerprint Machine

The Fingerprint machine we have now was purchased in 2004 and life expectancy is 6 years. There have been issues. The maintenance has been expensive and the service has been lacking. Quote from ID Networks \$16,980 and Morpho \$17,199. ID Network is cheaper. Maintenance agreement would be cut in half. Captain Ring would like to ask Exec and Finance for Ho-Chunk funds to cover this. Chief's recommendation is for ID Networks bid. **Ransom made a motion that we authorize the request of Ho-Chunk funds to purchase a Fingerprint machine from ID Networks at the cost of \$16,980, 2nd by Amo. All in favor; Motion Carried.**

Transportation

Captain Ring advised that since he started our transport line has not increased, but that we have taken steps to decrease our spending. We would like to contract with a transport agency to do the majority of our extraditions. Many counties contract to do all of their transports. One of the problems is it would meet the needs of the Sheriff's Office, but not that of other agencies. Health and Human Services would need to contract their own. This was discussed with Beth Smetna and she has discussed it with her committee. The agency would need 24 hour notice so Chapter 51's would still be internal. Sheriff's Office has already stopped doing transports for the City Police Department for Chapter 51's. DHHS and LE agencies/committees will meet to discuss. We would still have to do Juvenile and Chapters. Ransom noted that this should be a County Contract not a Sheriff's Office Contract.

UPS Quotes

This has already been approved, just providing additional quotes. Three bids, Stetzer = \$14,436 B&B Electric \$22,800, Will Smith \$12,544. Funding will come from Ho-Chunk funds. **Amo made a motion to go with the quote from Will Smith and Interstate, with the provision that it is funded by Ho-Chunk funds, 2nd by Rewald; All in favor; Motion Carried.**



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Requested Changes to Chapter 4 Language

Sheriff discussed changes to Chapter 4. Sheriff handed out samples. His request is that the committee looks at this as a change. When someone is hired as an LTE, if they are then hired to fill a full time vacancy they do not need to come through committee, since they already have. The eligibility list is maintained for a year at a time. Jensen suggested we start advertising when that list gets down. Diane is working on a resolution and handed out a sample. Personnel Department wants an internal process as well. Sheriff does not want to get caught up in a numerical order. Candidates will be based on best qualities, not by date becoming an LTE. Would like Personnel and Bargaining to work on this, but we would like to present the change.

Amo made a motion to support the recommendation for changes to the Chapter 4 Language, 2nd by Carney. All in favor; Motion Carried

Budget Report

No overages yet.

Closed Session

No need for closed session.

Motion to Adjourn

Motion by Rewald; 2nd by Carney to adjourn at 11:40 p.m. All in favor; Motion carried

*******These minutes will be approved by LEC Committee at the 3/24/14 LEC meeting**