



# **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. Friday, May 19, 2014 in the Main Conference Room of the Jackson County DHHS Building. Additional members present were Ron Carney, Jeff Amo, Ray Ransom, and Tyler Kapfer. Sheriff Waldera, EM Coordinator Kristina Page, and Jail Captain Mike Ring were also present

## **Previous Minute Approval**

**Motion by Ransom 2<sup>nd</sup> by Amo to approve minutes from the April 25, 2014 meeting. All in favor; motion carried.**

## **Agenda Revisions**

None

## **Next Meeting Date/Time**

June 23 9:00 a.m.

## **Radio Project Update**

Ended the 1<sup>st</sup> 30 day test period with Tait because they weren't responsive to the alarm testing. Don from Two Way was at the sites while they worked remotely. There are a couple loose ends with the microwave and GPS timing equipment. Tait is sorting through the alarm "traps" to determine which ones we need to receive. Cameras are working at all the sites and they can be seen from the Syscom logger. There were some issues with the radio clicking. Don had to shut down the microwaves in Melrose. No update at this time. Will be updated Wednesday on the conference call. Sounded like constant mic keying on the F1 and Highway frequency. Don will update after the call on Wednesday with Tait. The clicking was also on the fire channel. 30 day burn in period could run up to 30 days. Once that ended a new 30 day period starts and is cumulative. QS2 link lost. Had over 200 in a 1 hour period from 6:30 to 7:30 one evening. Tait said one of the engineers was working late doing testing and that was the cause of the alarms.

Taylor: applied for the frequency coordination. AASHTO was where the application was sent to. Should know in the next couple weeks if that is approved. Waiting for reply from Steve to advise if the bill should be paid. He will let us know if ok to pay. After we know if the frequency is approved, only thing that may be needed is a filter but equipment is already on the tower. Once it is through frequency coordination it is able to be used. Expense approved up to \$5,000

Anything new on switching the MARC repeater on DOT Snow Creek tower? We have approval to put the MARC repeater there using the same contract the Highway dept has in effect from 1962 because it is not using any new footprint. Highway repeater that is currently at DOT Snow Creek is Vertex repeater. The thought is to keep it on hand and it could possibly be used at Knapp. Going to put the Master III station that was at DNR used for fire paging in the old system. Probably won't need to buy the new base station that was budgeted for.

Fence at Brockway: after seeing tower, do we still need a fence put up? Question was asked if we told Brockway we were going to put a fence there or not. Will check to see if that is something we agreed on. Will check the lease and speak with Brockway to see what was agreed upon. There is good visibility there and we have cameras and alarms so it should be fine without a fence for now at least. The final drawings for Brockway do show a fence but think that it was agreed if we had trouble could put the fence up. Fed Coop can lock the propane tank so we don't have to worry about anyone turning off the propane.



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Sandblasting and priming are done at Brockway not sure if the painting has been completed yet. Will check on the painting of the dry tube as well.

Discussion as to how much we owe Tait: There may be cost savings if we can abandon in place and there were other areas where we may have saved some money. Kristina will send out an updated spreadsheet on costs. Most of the additional bills from Two Way Tait is responsible for.

## **Divisional Reports**

Written reports submitted. The fire alarm systems are completed. Dispatch will be helping with the alarm panel and controlling the system. The upgrade worked out well and we now have centralized access to the alarms in different locations of the jail and courthouse. Dispatch will be the ones controlling the panels. Ability to silent alarm in dispatch and keep the others going if need be. Right now the panel in the jail is off but the alarms work.

Controversy with Jensen's Towing regarding towing: Received a letter from Jensen's attorney regarding a rollover. We have responded to the letter from Attorney Bilski. The information received in the letter did not match the information we have. A copy of the wrecker log was sent to the attorney showing what wrecker services were dispatched from January to present. Chief and Sheriff spoke with a couple State Troopers about their wrecker service providers. We have not received that information yet. State Patrol has a very lengthy form/application process to be on their list of approved wrecker services. We will need to look at our wrecker policy again and figure things out. Will come back in a few months with more information. Staying the same would be very difficult but could be done. Would like to consider the possibility of going with an RFP for non preference wrecker calls.

Code Red and severe weather warnings. NWS has changed their policy and now only gives warning for the area that is affected and not the entire county. The warning will go only to the affected areas with warning and sirens. Sirens are tested weekly. Fire pages will only be used for warnings but not watches. Right now we get about a 20 minute lead time

## **Staff Vacancies and Recruitment Updates**

Patrol division is kind of at a stand still. We are on hold right now due to budget concern. We have two candidates who have completed the process. Two applicants have expressed interest in quitting their full time employment and coming here part time but don't feel comfortable with that. At this time we do not have funds available to properly train LTE's. We have two LTE's completely trained and one who is very close to being done with the FTO training and one who is just starting. Looking at adjusting the training program. We do have some funds in the parks line but not sure how much of that could be used for training and they most likely would want the training focused on parks enforcement.

Right now using Deputies who are dual certified between jail and patrol has worked out well.

Communications: right now have one full time opening. There are still a couple LTE openings. One new LTE hired and is starting. Currently have two LTE's working. There is one LTE who has come forward and expressed his concern that he does not feel he is working successfully and is now on hold with his training. He may work well in the jail as a corrections officer. He was not eligible to apply for position because he did not take the test or go through committee. Question is if applicant meets the qualifications for applying for the position why can't they be allowed to apply internally for a vacant position even if they did not go through hiring process for that specific position at the time the list was established. Problem here is that he only tested on the



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communications and not corrections.

Corrections LTE's have not been filled yet because they are not passing the background and not favorable to work in the law enforcement field.

The idea of a "hybrid" LTE may be something to look at. People who can work in all three divisions as LTE's. Motion by Ransom 2<sup>nd</sup> by Amo to allow a one time process for Taylor and Goodness to interview with the round of candidates on Friday and apply with the application process that will open tomorrow. All in favor, motion carried.

Recruitment: ad will run this week again. Motion by Carney 2<sup>nd</sup> by Kapfer to advertise for corrections vacancies. All in favor; motion carried.

## **Transportation**

No new information at this time. Lock and Load has all the info from the last two years on all our transports for cost analysis. We should have that information this week. They have agreed to do DHHS transports billed at the higher rate. We will then bill DHHS at the end of the month. Transport officers have been cut down quite a bit already. Anticipate that Lock and Load will come in between 30- 35,000 and keep the remainder of the 40,000 to use for non scheduled transports. Also using the 3<sup>rd</sup> deputy if scheduled to do transports if needed.

## **Vouchers**

All the new squads have arrived. None of them will be K-9 units. At this time we have put a hold on the replacement of K-9 Ice. We will revisit towards the end of the year. Looking at this time next year before we have another handler and dog on staff. Motion by Amo; 2<sup>nd</sup> by Kapfer to approve vouchers. All in favor; motion carried.

## **Approve Merit (Pay for Performance Increases) for Employees Reporting to Law Enforcement**

There are certain things that can and cannot be talked about in open session. Broke down between SO, Communications and Jail. Cost for the year is highlighted in green based on the 2080 hours a year. Management has ability to distribute money. Went through by department with Sheriff and Chief to bring people closer to the midpoint. If over the midpoint bonus days off were recommended. At the end, there is \$669 left over that will go back. Looking for approval of the lump sum amount for merit increase as presented. Motion by Ransom; 2<sup>nd</sup> by Carney to authorize the \$24,773.84 to be used as presented for the merit increase.

## **Budget Report**

Review of budgetary spending within the department. Command staff is aware of the budget issues. As of right now overall we are under where budget should be based on monthly breakout.

## **Cost of Electronic Monitoring Program – Judge Lister**

Judge Lister would like to reduce the price from \$20 a day for Jackson County sentenced inmates. SCRAM units keep being purchased. Soberlink devices will be coming and they are notified it is time to test and photo is taken at the time to prove it is them and results are sent immediately. Will be purchasing 10 of those units. In order to allow certain people to be on bond but safely not remain in jail. At \$20 a day probably making about \$13 a day and we are saving money by not housing in the jail. Asking if we can get closer to the actual cost of the expense so it is more affordable. Treatment court will be up to at least 25 testing devices and Jail has 35.



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When someone was serving a jail sentence they were charged the entire cost of the device. Treatment court was charge ½ the cost of about \$10 a day. \$10 is a fair price but Public Defendant is stating we are not allowed to charge them anything when they are out on bond. Have been closely monitoring Monroe County's EMP program which is much larger than ours. We will be making modifications to the program pursuant to Monroe's county. At the point of conviction they would be imposed the cost of the monitoring. We are looking at ways to change how citations are written so that the county keeps a larger portion of the funds.

What does Monroe County charge? Monroe county charges \$1.00 a day even when on bond. Budgeted amount is about \$190,000 a year for monitoring. Most counties do charge fees. When bond conditions are issued, the Sheriff has the authority to put someone on EM. Struggle with the jail population. SO needs to control the internal population of the jail. Also have Sgt. Brown in place who is monitoring the program and need to cover the costs of that as well. Judge states that the only levy dollars a year allotted by the county is \$25000 compared to seven times that much in Monroe county. Judge only orders SCRAM units when it is a safety issue to the public such as OWI 4<sup>th</sup>. He is required to let them out on bond if they have a history of appearing in court. Most counties charge for monitoring but the county can't take a loss on the monitoring program. If we can get the cost down to \$2-\$3 a day and the person is required to pay that amount. As soon as the diversion program is in place at the time of charging they will be diverted to treatment programs. With 80 to 90% of the people in jail being there for an alcohol or drug related issue it would reduce the amount of inmates through the door substantially. Treatment court members are charged \$150 a month and they could use part of that money to cover the costs of the monitoring fee. Right now the SCRAM units need to be downloaded and batteries need to have batteries charged. The TAD units would be able to link with any phone line or cellular device. The detection system through Probation is not very reliable almost non existent. There will still be people who cannot afford the device how will they remain out of jail? Hopefully there will be enough eventually that treatment courts can subsidize the cost for those people who absolutely cannot afford it.

The fees that are set by the county board are for sentenced inmates. The discussion is referring to the pre-sentenced and bond condition releases. If the State will allow us to charge \$5.00 a day. Need to keep building the inventory. Some vendors charge a shelf cost others do not. So if 20 units are leased, 14 used the other 6 are charged about \$1.00 a day to have. Right now inmates are not able to be out on Huber. However, when inmates are sentenced they can go out on EMP.

Discussion after: Reducing the cost is a good option but how can it be accomplished? Initial cost will somehow be imposed on the levy at least for a while until the costs are recouped. How many people do you turn away because they can't pay? They find the money. Minimum rate to cover our costs is \$5.00/day.

Item tabled until later date. Captain Ring will bring back daily costs.

**Closed Session – Motion by Kapfer 2<sup>nd</sup> by Amo to enter closed session at 11:23 all in favor motion carried.**

The committee will convene into closed session for the discussion of employee related matters pursuant to section WSS 19.85(1)(b)(c) employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility

- o Communications Employee Evaluation
- o 6 Month Patrol Deputy Evaluation
- o Personnel Matter(s)
- o Motion to return to open session pursuant to sec 19.85(2)

**Motion to Adjourn**

**Motion by Amo, 2<sup>nd</sup> by Ransom to adjourn at 12:46 All in favor; Motion carried**



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**\*\*\*\*\*These minutes will be approved by LEC Committee at the 6/14 LEC meeting**