



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, November 25, 2013 in the Compass Room of the Jackson County Courthouse. Additional members present were Jeff Amo and Ray Ransom. Also Sheriff Waldera, Steve Potts PSC Alliance, EM Coordinator Kristina Page, Jail Captain Mike Ring.

Previous Minute Approval

Motion by Ransom with 2nd by Amo to approve minutes from the October 28, 2013 meeting. All in favor; motion carried.

Agenda Revisions

None

Next Meeting Date/Time

December 30, 2013 at 9:00 a.m.

Radio Project Update

Change order signed and moving forward. Trying to get a go live date. Tait does not want to turn the system live until it is all set and ready to go. Tait wants a contract amendment that we will have 60 days after the change order is signed. What if there are problems? Combiner for Brockway is scheduled to ship Dec 20th. County expects to go live Jan 7, 2014 and there should be no reason not to. A list of 10 or 12 issues that need to be resolved before we go live. Mostly Tait items. Remote access alarm. TaitWatch cost is \$2580 a month. Charter would be \$65 a month. Originally this was offered as part of the alarm system. Steve put his Wi-Fi hotspot at Brockway 3 months ago and it allows Two Way to do what they need to do. This may not be the most secure way of doing things long term but need a connection between the logging server and internet. Could connect through county IT or use a third party provider such as Five Star for a monthly cost. Network terminal will be in the dispatch center no matter what and will alert when there is a failure. TaitWatch is not a viable option due to cost. County IT recommended that it would be best to go the route of a dedicated IP because it would not have to be taken down with the county server when they do routine maintenance and advise that it would be better for public safety if it was on a stand alone static IP. There are security measures that can be put in place. There will be a weekly generator test and it will all come into Dispatch. Need deadline on remote access and email connection and would want to have it up before going live Jan 7. Would be nice to have it up week of Dec 9 while Tait is here. Best to pull the trigger when everything is ready to go live and there is a 30 day burn in period and must work error free. If there are problems it starts over. One year Warranty does not start until after the 30 day burn in period is successful. All TaitWatch is only going to monitor our system. Quotes received at the beginning of the project for support after the warranty period was about \$50,000 a year but we are free to use outside vendors such as Two Way for maintenance costs. Everything can be ready ahead of time for the combiner install so that when the combiner arrives it just needs hooked up and is ready to go. County Rd A tower stripping off old equipment. Andy LaSavage was hired to strip budgeted about 9200 and was completed for \$1800. Towers would be best to abandon in place if able to do so. Painting at Brockway and Melrose. Steve called TriState and is still waiting for answers. Have a little over \$22,000 left on the TriState contract and that should be enough to cover cost of painting my Malhurn. Hopefully it can be done for the \$22,000 or not. Kristina is going to verify if we have a performance bond. Steve will try to get something figured out before the December meeting and will draft the letter to TriState Tower and bring to the December meeting. Steve will put together a list of task items that are left to do and bring to December meeting before final acceptance. MARC is possible to go to DOT tower. Waiting on answer back. Snowplowing is done by highway dept. and will only plow upon request. PSC will see through to the end the IFERN, WISPERN, Installation at Knapp, etc. The generator that had the transfer switch malfunctioned should be covered by warranty but Steve will look into getting that fixed. Motion by Ransom to authorize Kristina to work with county IT to get alarm connection monitoring. And if not allow to go with Five Star; 2nd by Amo; all in favor motion carried.

Divisional Reports

Written reports were submitted for Corrections, Detective and Patrol divisions. The Committee will review unless there are questions.

Communications – in the process of starting the next gen 911 still in discussion with CenturyLink. As of Jan 2016 current system will no longer be able to be supported. The platform we currently have will no longer be supported. There are



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other counties that are in the same situation so all are working together to try to establish what will work.

Approval of Corrections Sergeant Job Description

Red shows updates to the existing corrections sergeant description and switches to a Sworn Law Enforcement position. Updated org showing changes. Question is does it have to through resolution? Staffing has already been established and budgeting for positions has been set. Point factor analysis needs to be completed in order to set wage. Sheriff and Cpt Ring completed this previously and it came out at 540 which was just below the current patrol Sgt. position at 560. Daily costs are decreasing for EMP. Newest one Mobile Breath will be \$2.something a day.

Resolution – Corrections Sergeant Position

After review and discussion of current staffing levels using the organizational chart presented by Sheriff Waldera, Motion by Amo to forward resolution & job description for Corrections Sgt after correction of spelling errors to Personnel and Bargaining. 2nd by Ransom all in favor; motion carried.

2014 Vehicle Purchases

Info received from State Bid. Going to sell 06 Explorer, 07 Crown Vic 2-10 Crown Vics and 11 Impala. Replace with 3 – 2014 Taurus SHO sedans; 1 -2014 Explorer (admin pkg not police pkg) and 1 -2014 Impala which will be K-9 because we already have a K-9 enclosure for Impala. Looking at AWD vehicles which work better for our weather and terrain. Motion by Ransom to authorize to proceed with purchasing police vehicles for 2014 year by contacting local dealers Gross, Osseo Ford and Brenengan to reply via email if they want to participate and are interested in meeting or beating State bid prior to purchase from Ewald. 2nd by Amo. All in favor; motion carried.

Staff Vacancies and Recruitment Updates

First round interviews have been completed for Dispatch. Cpt Ring is going to complete the backgrounds on all of them. Zebell has moved to full time and we have no LTE's. Have been using Tom Davidson to fill in for dispatch in the meantime. Getting ready to start process to fill positions in the jail to fill current vacancy and potential upcoming vacancies. When time comes to fill Corrections Sgt there are good internal candidates from patrol side into jail if interested, but not sure if we will need to advertise outside as well for external candidates.

Allen Mock has moved to full time position and started the 23rd of November as full time. He only needs about 2 shifts with FTO to complete FTO training. Ads are running for all three areas for any potential vacancies. Can any of the committee members attend a meeting with the Sheriff and DHHS Wednesday regarding internal IT needs between the SO and DHHS? Currently have a clerical staff for 20 hours per week but we have a need for more of an IT type position to meet our needs (Security Officer) Looking at the potential of a possible full time position split between the two of more of a liaison between our depts and IT. DHHS has identified the same need we have had for years. It seems that IT wants the controlling function of the office but won't step up to provide the technical aspect needed to maintain the needs of our offices. When the generator test last week failed two dispatch stations went down as well as Spillman but it was over an hour before any of the three were available to come fix it. Meeting is Wed at 10:30 a.m. at DHHS office. What we need is a link between IT and our offices that have the knowledge to do so. Even if the current IT staff could dedicate 20 hours of "in office" service it would help to meet our needs.

Contracted Services Update

Sheriff Waldera had a short meeting with villages regarding contracted services. Merrilan has hired a Police Chief Johnson, Officer Cooper and possibly Officer Olson. Alma Center attended Merrilan meeting to discuss potential of using Merrilan PD for coverage as well. Taylor is status quo right now but if it comes to where we can't provide service they will have to look at other options as well.



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Termination of Existing Mental Health Provider

Looking at our subcontracted medical and mental health providers for the jail. Currently provided services are done by

Advanced Health Care. BRMH is working on getting a quote to provide medical but we have a quote current professional that provides the mental health right now through ACH and would be \$4,000 less a year for him to provide the same service we currently have. Medical health will remain the same at this time but looking at other options. We are

contracted for 32 hours a week of nursing services but ACH is not reimbursing us for when the nurse is gone and they are not sending a nurse when that happens. Motion by Amo 2nd by Ransom to contract with Don Powis to provide the mental health care for 2014. All in favor; motion carried.

Vouchers

Motion by Amo 2nd by Ransom to approve vouchers. All in favor; motion carried.

2013 Budget Report

Overall budget will be tight but should come in within budget at end of year.

Closed Session – motion by Carney 2nd by Ransom to enter closed session at 11:40 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) 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).
 - Employee Performance
 - Motion to return to open session pursuant to sec 19.85(2) by Amo 2nd by Ransom at 11:55
- Report out on closed session items:
 - Motion by Amo; 2nd by Ransom to approve employee evaluation performance improvement plan and increase pay to 80% wage scale effective next pay period Dec 7, 2013. All in favor; motion carried
 - Motion by Amo; 2nd by Ransom to approve probationary evaluation for Deputy Eversum and move to regular full time employee with appropriate step increases based on Union Contract.
 - Motion by Ransom; 2nd by Amo to approve probationary evaluation for Deputy Smokowicz and move to regular full time employee with appropriate step increases based on Union Contract

Motion to Adjourn

Motion by Amo 2nd by Ransom adjourn at 12:00 p.m. All in favor; Motion carried

MILO Training

Ransom and Jensen went to the Senior Center to learn about the MILO training.

*******These minutes will be approved by LEC Committee at the 12/30/13 LEC meeting**