



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 – ADAM M. OLSON, CHIEF DEPUTY

E-MAIL: sheriff@co.jackson.wi.us

Call to Order

Chuck Jensen called the meeting to order at 10 a.m. Thursday November 18, 2021 in the County Board Room of the Jackson County Courthouse. All members present except Funmaker. Also Present Chief Deputy Adam Olson, Jail Captain Kaylan Rich, Patrol Captain Nick Gray, Human Resources Manager Susie Meinerz, Cindy Altman County Clerk, EM Coordinator Kristina Page.

Approve minutes from previous meetings

Motion by Ransom 2nd by Carney; all in favor motion carried.

Agenda Revisions

None

Set next meeting date/time

December 21, 2021 9:00 a.m.

Discuss/Act-Strategic Planning/Building Needs

- **Samuels Group Jail Study Update Draft Presentation**
 - Venture Architects JCI, Tremp, Wood, Waushara Cty
 - Safety and security is a big concern in the linear style jail. Classification is a problem in current jail. Change in inmate profile such as mental health. Lack of inmate activity space such as programming education, visiting, court appearances. Currently have one space. Lack of facility support space.
 - Existing Jail Conditions: linear jail does not allow for inmate viewing. Does not allow for proper classification.
 - Sallyport single vehicle stall only allows one inmate transfer at a time. Cannot fit transportation bus or other large emergency vehicle, limited room to maneuver new arrivals which creates a safety hazard.
 - Booking area there is no pre booking area, no padded cell for disruptive arrestees, limited work area creates problems for booking functions. All equipment is accessible to inmates and creates a security problem. Receiving cells are not in the booking area and are used for other purposes.
 - Booking area inmate changing. Does not meet PREA requirements related to viewing of inmates no privacy.
 - Huber Work Release no locker separation of dirty clothing vs clean clothing. No shakedown area for those coming in from the outside. Room smells badly because of inmate lockers.
 - Control Center difficult viewing of inmate areas from control center.
 - Medical all functions are in one room
 - Food service and laundry are very limited.
 - Not many options for professional visitations.
 - Housing pod size. Current bed 60 (28 cell beds 32 dorm beds 0 special needs beds) recommended 85 (69 cell beds, 16 dorm beds, 9 special needs beds not included in the 85) Current 2 receiving cells in booking recommend 8. Design capacity (85%) Current 51 recommended 72 Housing pod sub units current 10 recommended 16.
 - Categories: Male & Female (minimum, medium, max, special needs medical, special needs mental health. Other Classifications juveniles with adult charges, transgender co-conspirators the ability to quarantine inmates, inmates at risk of victimization inmates at risk of being victimized.
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- Housing Pod design linear vs podular: visibility into the housing units and cells, safety and scrutiny for inmates and staff proper classification staff efficiency.
- Propose drive thru sallyport, into prebooking, booking area with receiving cells around the perimeter. Special needs cells are enclosed include bed, shower & toilet.
- Concept options Courthouse
 - Option A combo of remodeling and additions Pod would be built into the hillside. Upper level would be Sheriff Office admin space.
 - Option B adds 2nd level to jail and stretches out the pod design.
 - Option C Move SO across the street.
 - Option D Build jail on parking lot across the street and SO stays where it is. Creates transport issues.
- DHHS Site eventually moves the courts and the jail
 - Option A Master Plan parking along highway buildings in the back
 - Option B puts the SO on top of the jail.
- General reaction to what was presented. Community dialogue, info not in study that would like seen. Discussion regarding the potential jail sites. With transport, new courthouse additions that were made in 2016 it seems current location is where it would need to stay.
- Master plan needs to consider the long range plan 30-50 years as far as maintaining the current courthouse building which is already very old. What happens in 20 years with design of pod jail. Current pod designs are very efficient and there isn't much that could outdate in design. Option A has the most efficient for inmate moving to court.
- Next steps Samuels Group provides a final draft at December LEC Meeting, goes to full county board, funding comes into play, Community communications involvement. Will need to also provide the cost of the "do nothing" option.

Resolution Add Full Time Bailiff (Deputy Sheriff Court Services) Position

Resolution was presented at Personnel and Bargaining Motion by Amo 2nd by Carney to adopt resolution for Deputy Sheriff Court Services position. All in favor; motion carried.

Updated School Resource Deputy Contract

Renew for another 3 years. Schools are in agreement with 17.5% cost share. HCN has the contract and has not had any response. Motion by Amo 2nd by Ransom to renew contract. All in favor; motion carried.

Animal Shelter

Facilities looked at options to reduce sound travel. Met with Landscape Coulee options for building a berm with vegetation such as evergreen spruce and other natural barriers to lower the sound travel. Forestry & Parks may be able to help with the implementation. Could use some of the old fencing with sound reduction panels. Barb took the suggestion to the Humane Society but there was concern of the materials it was made from could cause damage to the animals if chewed up and swallowed. LTE's can work up to 30 hours a week.

Divisional Reports

No TSS written support. Nothing new to report. Divisional written reports submitted. No major issues arose out of the 911 being down. EM put in for FEMA grant for meals from the spring. It was approved and paid at 100%. Check is in the mail. Jail – one inmate in Mendota and one came back. They are court ordered by Judge for competency evaluations. Body scanner is in place, training has been completed. Finishing up the SOP and will be ready to put into use.



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Staff Vacancies and Recruitment Updates

Jail looking for 2 full time female jailers. Met with candidates today for internal SGT promotions.

Dispatch – down 2 full time positions, 2 out on FMLA, and 1 retirement the end of December leaving 4 of 9 full time working. Top candidate did not show up for background interviews. Other part time only wanted to work 2 days a week.

Patrol – still working on getting part time on staff. One patrol out on injury.

Court Services Patrol Deputy – may create opening for patrol.

Vouchers Payable

Inmate meds – psych meds are expensive for one inmate. Motion by Carney 2nd by Amo to approve vouchers all in favor; motion carried.

Budget Review

Fuel line is over. Overall budget is at 82% so it will come down to line item transfers.

Motion to Adjourn

Motion by Amo 2nd by Carney to adjourn at 11:51. All in favor; motion carried.