



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 September 23, 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, Lt. Travis Brown, Human Resources Manager Susie Meinerz, Facilities Manager Rick Poff and County Clerk Cindy Altman

Approve minutes from previous meetings

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

Agenda Revisions

None

Set next meeting date/time

October 28th 9:00 a.m.

Samuels Group Presentation

Curt Berner VP of Samuels Group presented info regarding the jail study. Have started preliminary design meetings and have done a prelim eval of current building. Also looking at the past inspection reports, average daily population, staffing analysis, options to building off site or where current jail is at, ect. Timeframe is prior to end of 2021. Draft form will be presented in November and final in December. Recommendations for solutions to keeping same facility or if it makes the most sense relative to courts, sheriff's office. Will also present preliminary pricing based on what has been done in other facilities within Wisconsin. The numbers for 2020 will not really be used because of COVID changes at the time.

At the end of the study a bound printed copy will provide options. Wisconsin projects typically do not go to referendum. Community needs to be engaged and involved through a community communications plan including public meetings, letters to tax payers in Jackson County, websites specific to the project. Will come back to present what community is saying/supporting. Schematic design, design documentation, and elements of construction.

Initial community response right now is how can a 35 year old jail be antiquated? It isn't bed count it is more than that. Classification is a big part of it. This is where the community presentations will be very important. Street talk is that when the initial building was built it was with the understanding that a third floor would be able to be added. Study will show if the load balance on the structure could be an issue because of the current code structures.

Discuss/Act-Strategic Planning/Building Needs

Samuels Group pretty much covered this area. Have weekly meetings with Samuels Group and Venture to keep moving forward.

Courthouse Security Committee meeting has been discussing single point of entry with screening of every person who enters the courthouse. Would be need for full time staff and possibly a new metal detector. We do not have the staffing currently to provide screening for the entire courthouse. Sheriff responsibility is to provide security for the Courts not the entire courthouse. If that is needed to be provided by the Sheriff's Office it will need to have additional staffing. May be a case where we want to look at lighting the parking lot. If contract security from outside source, the equipment is usually owned by the county and the service provides the manpower. It is a positive for us to own our own equipment.



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Complaint was brought again regarding the conditions and upkeep of animal shelter. Chief Deputy went to see for himself. He had not been there since it was fully operational. Will bring pictures at October meeting to bring to the attention of the committee. Outside vendors have brought to our attention.

2021 Jail Inspection Report

Jail Inspector Brad Hoover discussed his report findings based on Administrative code DOC 350. The biggest concern is inmate classification which in 1986 used to be just male/female. Now it involves many other areas such as max/medium/minimum, type of charges, medical history, mental health, etc. Only have 2 receiving cells. There are many factors/requirements that need to be met and would be difficult to meet. Sheriff's Groups have been dealing with COVID and a lot of counties are going with rapid testing and using that as basis for quarantine of inmates. All facts would be presented to Jail Inspector prior to anything being determined. Biggest need right now is intake and receiving. The eight person dorms are not very useful in this day and age. Also need to look at the efficiency of staffing with current set up. Security of Corrections Officers is most important. What happens if inmates are classified incorrectly? It would continue to be identified and if it becomes an issue with inmate safety it would move up the Chain of Command to the Secretary and would be addressed as needed. Some of the classification issues could be handled by housing out of county. 85%max capacity of jail is the ideal you want to be at to allow for classification and new inmates. Which is ultimately the max for efficiency as well.

Tribal Law Enforcement Agreement/Resolution

This is the annual agreement which helps fund the position to provide services on Ho-Chunk Tribal/Trust Lands. Still expecting to get between \$26,000 - \$30,000 even though submitted for \$72,000. Motion by Ransom 2nd by Amo to approve resolution. All in favor; motion carried.

2020 Sheriff's Office Annual Report

Sheriff Waldera presented the 2020 Annual Report. Organizational Chart shows the number of positions and setup structure. Budget comparable from 2019-2020. Even with 2020 being a COVID year, the paperwork did not slow down. Still trying to capture the amount of citizen requests for public records. Case referrals to DA's office is something we would like to track. EM provided addendum to the annual report with own data at end of report. Communications Callworks data regarding number of calls and call types that came in through the Dispatch Center.

Patrol data is pretty much the same as what was presented in 2019. 2020 patrol reports were down overall. We changed a lot of practices in order to keep our deputies and employees safe internally along with outside agencies such as Probation and Parole resulting in the decrease of patrol cases. Transitioned from UCR (Uniform Crime Reporting) and IBR (Incident Based Reporting).

ERT Team continues to be used. Our team trains monthly for situations such as hostage situations, barricaded subjects, high risk or unknown risk search warrants, unusual occurrences, armed suicidal subjects and high risk arrest situations.

Investigations continue to stay steady. We have had more CPS reports.

Rec – 81 citations and 126 warnings, worked with WIDNR on several concentrated enforcement areas educating the public on law changes and safety. Responded to 13 crashes.



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School Resource Deputy continues to be a positive influence with the school districts. They like having one point of contact and it has been working well. Interaction is good with students.

Bailiff costs were down in 2020 but expected to increase in 2021 2022.

Average daily population was down in 2020 due to COVID.

Emergency Management submitted detailed report showing her 2020 activities.

Divisional Reports

Technical Support Specialist (TSS) Monthly Activity Report New Spillman server is migrated and live as of Tuesday 9/21/21. Dispatch cameras monitors and personal computers were installed and are working. 5 new pcs and laptops have arrived and will be installed in the near future.

Written reports submitted. No further discussion.

Staff Vacancies and Recruitment Updates

Setting up interview dates for 1 fulltime communication and several corrections positions. Would like permission to post internally/externally to fill the 2 vacant Sgt positions. Permission granted.

Vouchers Payable

Court order to send juvenile to Fond Du Lac. We have high expense inmate housed in Clark County and we have been working to reduce medication costs. Motion by Carney 2nd by Funmaker to approve vouchers. All in favor motion carried.

Budget Review

Overall under budget. Have some line items that are over but will continue to monitor.

CLOSED SESSION Motion to enter closed session at 11:45 all answer yes.

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

Six Month Evaluations

Motion to return to open session and adjourn at 11:58; all answer yes. Meeting adjourned.