

# KEWAUNEE COUNTY PUBLIC SAFETY & JUSTICE COMMITTEE REGULAR MEETING

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Date: April 13, 2022

Kewaunee County Administration Building – Large Conference Room  
810 Lincoln Street, Kewaunee WI

Time: 8:15 A. M.

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## AGENDA ITEMS:

1. Call to Order
2. Roll Call
3. Approve Agenda
4. Approve minutes - March 10 meeting
5. Public Comment

### Justice Reports:

### Child Support:

### Emergency Management:

### Sheriff's Department:

- a. Review 2022 Budget to date
- b. Staffing update
- c. Review of overtime by category
- d. Update on Jail Study Process
- e. Discussion and possible action- recommendation to post for Sheriff's Assistant Position.
- f. Update on new Squad purchase delays due to supply issues.
- g. Review and recommendation regarding holiday pay for Jailers.

6. Set Meeting Dates Next Scheduled **May 11, 2022** @ Kewaunee – County Board Conference Room @ 8:15AM, proposed **June ?** @ Kewaunee – County Board Conference Room @ 8:15 AM

7. Travel Requests

### Emergency Management:

**Sheriff's Department:** SGT Chelsea Broomhall- Negotiator School- Wausau- April 3<sup>rd</sup> thru the 8<sup>th</sup>.

8, Chairperson's Comments

9. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

10. ADJOURN

Please call (920) 388-7164 if you require reasonable accommodations due to a disability to participate in this meeting.

You should attend this meeting if there is a matter important to you on this agenda because it is possible members of the Kewaunee County Board of Supervisors or other standing committees will be present to listen, observe, and participate in the meeting. The committees of the Board include Finance & Public Property, Public Health and Veterans, UW-Extension, Land and Water, Public Safety and Justice, Highway and Solid Waste, Parks, Promotion and Maintenance, and Executive. The Board or any other committee will take no action if majorities of the Board or any of its other committees happen to be present.

**Kewaunee County Public Safety & Justice Committee Minutes**  
**March 10, 2022**

The Public Safety & Justice Committee meeting was held on March 10, 2022 in the County Board Room, at the Kewaunee County Administration Building.

**Call to Order:** John Mastalir called the meeting to order at 10:01 a.m.

**Members Present:** John Mastalir, Joe Lukes, , Doug Doell , and Scott Jahnke. EOC Director Tracy Nollenberg, Sheriff Matt Joski, and Chief Deputy Jason Veaser. Doak Baker was excused.

Guest: Lt. Chris VanErem.

**Approve Agenda:** Motion to approve the agenda was made by Scott Jahnke, and second made by Joe Lukes. Motion carried.

**Approve Minutes:** Motion to approve the minutes from January 12, 2022 was made by Scott Jahnke. Second was made by Joe Lukes. Motion carried.

**Public Comment:** None.

**AGENDA:**

**Emergency Management:**

- a. **Review 2022 Budget to date:** The end of year 2021 budget, along with the year to date through the end of January were shared. Scott Jahnke questioned telephone expense, and Nollenberg explained her department budget calendar year does not run in conjunction with the County. It is October 1 through September 30, and thus why numbers will appear large in comparison to the county calendar year at this time of year.
- b. **Review Upcoming training/exercise:** She will do the annual tornado drills at all county buildings in April. She did not receive the Hazmat grant she applied for, as we did not qualify for it. Our application will however, transition to another grant, which isn't available yet.
- c. **Update on sirens:** Point Beach had reached out to WPS in January to disconnect the towers that will no longer be maintained, and were supposed to be done within a couple of weeks. This has not yet happened.
- d. **Statewide Tornado Drill date:** Tornado Awareness week is April 4-8, 2022. On April 7<sup>th</sup> the state will do the state-wide tornado drill at 1:45 p.m. and again at 6:45 p.m. Kewaunee County will not be doing outdoor sirens, but will send either text or phone messages to notify of the drill. If there is severe weather in the state on the 7<sup>th</sup>, the drill will be postponed to Friday, April 8<sup>th</sup>. If there is severe weather on the 8<sup>th</sup>, the drill will be cancelled. Only 5 sirens remain in Kewaunee County, 2 in City of Algoma, 1 in Village

of Casco, and 2 in the Village of Luxemburg. They will remain until they are “non-functioning” . These five will not sound for the state-wide drill.

- e. Clean Sweep Date: The Clean Sweep date is set for Saturday, October 22, 2022 from 8:00 a.m. to Noon at the Hillside Highway shop. Nollenberg was asked to coordinate a “shred fest” and possibly a batteries and lightbulb special collection to hold at the same time. She is looking into possible vendors etc. to add this to our clean sweep day.

Nollenberg added she attended the Governor’s Conference, which she returned from yesterday. Nollenberg shared the conference shared some good information, including some recent small plane crashes in the state and how emergency management helped coordinate resources . Also; they were given updates on the Afghan refugee situation at Fort McCoy. Even though this was not an emergency management “function”, there were some situations that could have affected Emergency Management workload.

#### **Sheriff’s Office:**

- a. Review of 2022 Budge to date: Sheriff Joski shared that of the nearly 4 million-dollar budget the sheriff’s department came in at 98%, for the entire year, and under budget. He pointed out the \$86,000 covid grant revenue is in the “grant” line, but the actual expenses came out of the “actual” expense where we would normally take from. Joski shared he and the Chief Deputy are working on the application for another grant for monies remaining/related to Covid. They will be requesting mobile data computers with this grant. Veaser and Joski recently attended a grant writing workshop. Also, to note, the sheriff’s department was notified by Ewald (the state auto contract dealer) that Dodge doesn’t know if they will be able to fulfill the contracts budgeted for 2022. Our department had budgeted for a Durango and 2 Chargers. We were informed the Durango is being built and is on the way, but the Chargers will not be built right now. It is possible we may get the Chargers late in 2022, but Dodge will not match the quotes for 2022 on those. If they become available we will get re-quoted on the prices. We could get the 2022 Ford SUV’s instead, but the reason we didn’t go that route originally was they were \$5,000 to \$6,000 more in price than the Chargers. Discussion on the SUV’s vs. the Chargers took place. Joski just wanted the committee to be aware the monies will stay in the budget, but if re-quoted this may not be enough with all the problems with supply and manufacturing at Dodge. Another budget expense is all of our FCC licenses are coming due, and we will have to re-submit for those. This will cost approximately \$3,000, and that will be taken from our maintenance budget. Joe Lukes had a question in regards to if the sheriff’s department has a drone, and if we had the same one that was recently in the news, regarding security issues. It was explained we have that model, which was purchased through the Drug Task Force, but our drone does not have the “intelligence” type software on it, that would make it an issue.
- b. Staffing Update/Situation in Jail becoming Urgent: The staffing situation at the jail has become critical, and we are currently down 5 people. Deputies Johnson and Heraly are still in training, of which one will be complete with his FTO by April 7<sup>th</sup>, and the other two weeks later. Currently the pre-employment testing is taking place on a third hire,

and if all goes well with this, it is hoped he will get his two weeks hire notice soon. Sheriff Joski shared the department has requested posting for the eligibility list from Administration. We have Deputy Salentine taking the investigator position that opened with Steve Haen's retirement, and Sgt. Tuttle is filling Salentine's position on patrol. We however, have not moved them into these positions, as it would make dispatch down too many, and put them in a critical situation. He stated the eligibility list needs to be kept up to date, as we already "lost" a person that was on it, to another agency. Joski expressed if we know of upcoming retirements, we should be hiring and training someone prior to that person leaving, such as when Inv. Haen was leaving, now with all those that left in dispatch, we can't even move the hires into position. Also, the Sergeants on patrol and in the jail, do not have the "luxury" of just doing their sergeant "duties", as they are covering in their divisions to make things work. Sheriff also mentioned that Mary Berkovitz has given her retirement notice for this summer, and he will be addressing that position at the April meeting, also wanting to hire someone enough in advance to be able to train the new person prior to her exit. Joski stated we need to be more agile in our hiring process and stop "dragging" it along. We need quicker response to capture the right people.

- c. Review of Overtime by category: Chief Deputy Veeseer shared a handout with the Overtime comparisons based on category. He pointed out the open shifts is up this year due to being down positions. The issues contributing to the overtime are mainly being down positions in both the jail and patrol, we are working with only two investigators until we can move Salentine into position and Tuttle out on patrol. We also have one jail position out on FMLA for 216 hours this year already. Another point Veeseer shares was the Grants hours which is at 36 hours will be fully reimbursed, so those hours should actually not be included in the total overtime. The department has also received a seat-belt grant and a speeding grant. The overtime caused by transports is mainly due to emergency medical transports, and are completely out of our control. These people are required to be medically cleared prior to being accepted at the facilities. Many of the clearances at the hospitals are running 8 to 10 hours, and the hospital requires officers to stand-by during this time.
- d. Update on Jail Study Process: Sheriff Joski shared the Jail Study group met last Friday. A final floor plan was shared, along with an external rendition of the building and area around it. Venture will be making some small "tweaks" on the floor plan, and turning it over to the Samuels Group. Samuels Group will then come up with the financial cost estimates. We were made aware Samuels will have a hard time to come up with "hard" numbers due to volatility in the market. Contingency numbers will be up for buffers due to this. These numbers will be the first valid cost estimates. The next meeting is sometime near the end of April, and the committee hopes to have some building cost numbers at that time.
- e. Present Staffing Model Update to reduce number of staff needed in new jail. In the jail project the department requested 8 staff members to be on duty in the new jail. It was then asked to refine it down to 6, but Sheriff Joski states this is the critical cut off. We need to have faith in the jail staff, and stick to this number, and we cannot move this any lower. He wants a new jail to start "healthy", and have it fully staffed. He shared in

his 15 years as sheriff, we have never been fully staffed, and have been having to find a way to make things work. Jail Lt. VanErem worked on a do-able schedule with 6 positions. The dispatch schedule would increase "hours" to 2184 a year, rather than people. Discussion on how we can legally increase these hours took place. There would be the Master Control position, who does not leave that post. A pod roving jailer, who would physically attend to the inmates. The dispatch position, who cannot leave to assist elsewhere. A booking position, who would "float" as a backup dispatcher and in the pod, Joski stressed this would be a unique schedule, as no jails in the state with a similar layout operate like this. Joski stressed the importance of moving this project forward. We have been "studying" this for over 7 years, and this has been a 20 year long need, and the "clock is ticking", especially if we have to go to referendum.

- f. Highlight on Patrol Staff dealing with suicidal/special need members of our community: Joski and Veaser both stressed on the fact that all of our patrol officers, and some jail staff are all "CIT" trained. There has been a big push nation wide of having social workers trained in doing the mental health calls. It was explained our officers have been doing this for years. An example was shared where one of our road sergeants actually walked with someone in crisis down the middle of the road, and talked this person down. Two other deputies were recently commended by Human Services for their work with an elderly person who was unwilling to go to the hospital, and after they spoke with him, were able to get him to go. This is nothing new to our officers.
- g. Briefing on Critical Cell space issued resulting from recent jail incidents: Lt. VanErem and Sheriff Joski shared just this year since January 1<sup>st</sup>, they have had an increase in fights and unruly inmates in the jail. The jail is inadequate when you have one inmate yelling and has to be segregated. We don't have the space in the jail to handle these incidents. We have had 3 fights in the last few weeks, and 5 suicide watches this year and it is only early March. Mental health is up in our jail inmates, and is higher than ever. We even had an inmate attempt to assault one of our jail staff. All of these "mental health" inmates are medically cleared prior to housing them, and we cannot refuse them. Other facilities will not accept them, just to get them out of our facility. A new jail will have levels of classification, and we would be able to better handle these situations. Sheriff asked this committee to bring these issues forward at the county board meetings, and he is always present to answer questions.

**Next Meeting Dates:** The next meeting was set for April 13, 2022 at 8:15 a.m. to be held in the small conference room at the Administrative Building. Tentative date set for May 11, 2022 at 8:15 a.m. also in small conference room. The May date may change depending on who is assigned to this committee after the election.

**Travel Requests:** Emergency Management: Nollenberg shared she will be attending the National Radiological Emergency Preparedness Conference on April 11-14, 2022 in Nashville, TN. Dan Depeau Jr., who serves as a reception center manager for Kewaunee County E.M. will also be attending training at this conference. His expenses are fully covered, and there is no expense to Kewaunee County.

**Chairperson's Comments:** John had no comments. He just reminded everyone to vote next month.

**Other Matters as Authorized by Law:** None.

**Adjourned:** Doug Doell made the motion to adjourn, and Joe Lukes seconded the motion. Meeting adjourned at 11:22 a.m.

Minutes provided by:  
Mary Berkovitz, Recording Secretary