

KEWAUNEE COUNTY PUBLIC SAFETY & JUSTICE COMMITTEE REGULAR MEETING

Date: June 12, 2024

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

Time: 8:00 A. M.

AGENDA ITEMS:

1. Call to Order
2. Roll Call
3. Approve Agenda & Minutes from May 15, 2024 meeting
4. Public Comment

Justice Reports: None

Sheriff's Department:

- a. Review 2024 Budget to date
- b. Staffing update
- c. Review of overtime by category
- d. Update on Jail
- e. Update on NG911 grant opportunity
- f. Training:
- g. Department Spotlight – Law Enforcement Death Response Table Top

Emergency Management: -

- a. Review 2024 Budget to date
- b. Review upcoming training/exercise
 - Cyber Security Tabletop – held May 23
 - Emergency Management: Pierce County Reception Center in Elmwood, WI – June 20 (Tracy & Kim)
- c. Grants
 - Emergency Performance Management Grant (EMPG) – reimbursement status
 - Emergency Planning Community Right-to-Know Act (EPCRA) Grant – reimbursement status
 - EPCRA Computer and Hazmat Grant – reimbursement status
 - Homeland Security: \$12, 017 grant award – **action required**
 - Building Resilient Infrastructure and Communities (BRIC) – current status
- d. Outreach
 - Breakfast on the Farm
- e. Plan updates
 - Hazard Mitigation Plan
 - Reception Center Plan
 - Off-site Facility Plans
- f. Brown County Partnership for Hazardous Waste Disposal – awareness only
- g. Director's Report

5. Next Meeting Scheduled **July 10, 2024 @ Kewaunee – Conference Room @ 800AM, Propose August 14, 2024 @ Kewaunee – Conference Room @ 8:00 AM**

6. Chair Comments-

- Elect Vice Chair
- Months when this committee doesn't meet

7. SUCH OTHER MATTERS AS AUTHORIZED BY LAW
8. 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
May 15, 2024**

The Public Safety & Justice Committee meeting was held on May 15, 2024 in the Conference Room at the Kewaunee County Administration Center.

Call to Order: Chairman Doak Baker called the meeting to order at 8:00 a.m.

Members Present: Chairman Doak Baker, Scott Browne, Scott Jahnke, Joe Lukes, Wendy Shelton, EOC Director Tracy Nollenberg, Sheriff Matt Joski and Chief Deputy Jason Veaser. Milt Swagel was also present.

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

Approve Previous Month Meeting Minutes: The motion to approve the minutes from the April 10, 2024 meeting was made by Joe Lukes and second made by Scott Jahnke. Motion carried.

Public Comment: None.

Justice Reports: None.

AGENDA:

Emergency Management:

- a) **Review 2024 Budget to Date:**
EOC Director Nollenberg handed out a copy of the 2024 budget to date and asked if there were any questions. There were no questions.

- b) **Review Upcoming Training/Exercise:**
EOC Director Nollenberg stated they are holding a Cyber Tabletop Exercise on May 23 for department heads at the Administration Building. She indicated their office recently held National Weather Service Weather Spotter training and they had 7 participants in that training. She stated they are also conducting Incident Command System 200 training that included 11 individuals from Law Enforcement, Emergency Management and Fire.

- c) **Director's Report:**
EOC Director Nollenberg stated the office is currently working on the offsite facility reports. She stated these reports are for business that exceed the reportable threshold for extremely hazardous chemicals. She stated they are required to do 10 a year and since Kewaunee County has around 15 facilities, they choose to do all 15. She stated these businesses report what type of business they are, what chemicals they store, their transportation routes and the number of individuals in the vulnerability zone if there was an incident. Chairman Baker asked for an example of a business. EOC Director Nollenberg gave an example of closed facility at this time. She stated they store nitric acid and anhydrous ammonia. She stated they have to look at how many employees are at the facility, what is the max amount of hazardous material they could have on site, the

vulnerability zone and then look for the facilities surrounding that location to determine if there are any special needs that may require transportation due to a spill, such as daycares. Chairman Baker asked who owns the plan and EOC Director Nollenberg stated the business completes and creates the plan and Emergency Management maintains it. She indicated there is a state requirement that the plan is submitted and some of the information comes from the Tier II report that is obtained from information submitted to the Wisconsin Hazardous Online Planning Reporting System. She stated if businesses do not submit their information, their office reports them to the state compliance officer. Scott Brown asked if Emergency Management audits the businesses to ensure they are complying to their plan, like if they have exceeded the amount of the material on site. EOC Director Nollenberg stated their office wouldn't know if they exceeded the amount as the amount is reported to the state. If more chemicals were observed during a tour of the facility than what is reported in the plan then they would work, along with the state, for their compliance. Milt Swagel asked if the business has too much of the material, is there a fine, how is it enforced. EOC Director Nollenberg stated she wouldn't know how much they should have but if they heard they are violating it, they would report it to the state.

EOC Director Nollenberg stated she is currently waiting on reimbursements of the Emergency Management Performance Grant, Emergency Planning Right-to-Know-Act Grant and the Computer/Hazmat Grant which are yearly grants.

EOC Director Nollenberg stated she is also working on a Building Resilient Infrastructure and Community Grant to do the Hazard Mitigation Plan to determine how communities would be affected when natural hazards occur such as flooding, heat, tornado and earthquakes. She stated this plan is required to be updated every 5 years by FEMA and the office applies for a grant to help fund it as there is a lot of work involved. The grant now requires more community involvement so they are also reaching out to superintendents, the chambers and businesses.

EOC Director Nollenberg stated their office attended the National Radiological Emergency Preparedness Conference in Texas where she was a presenter for Feed Your HAB. She stated she used the knowledge from the HAB exercise in 2023 with Point Beach Nuclear Plant and discussed other criteria that facilities could integrate in with a HAB.

EOC Director Nollenberg stated their office conducted tornado drills in April for the county offices. She stated they are currently working on dispersing the Emergency Response Guidebooks to Law Enforcement, Fire, EMS and Highway.

EOC Director Nollenberg stated Ross Loining brought the Flexible Facility Program Grant to her attention; however, the grant requirements would not pertain to her office. She stated she will be talking with other departments to determine if anyone else could benefit from this grant.

EOC Director Nollenberg stated she has applied for the 2025 Clean Sweep Grant. Wendy Shelton asked what the Clean Sweep is and EOC Director Nollenberg explained that it is two events with one being for agricultural/household hazardous waste and the other being for dry pharmaceuticals that is done yearly.

Scott Jahnke asked about the upcoming Damage Assessment Training on May 22. EOC Director Nollenberg indicated she has a few participants that have said they are attending. She stated anyone who is interested can come and it is from 6-9pm on May 22 at the EOC. She stated this training will allow individuals to assess and organize damage during a bad event (ex. tornado) to determine where funds and assistance may be needed.

Sheriff's Office:

a) **Review 2024 Budget to Date:**

Sheriff Joski stated the current budget is through April 2024 and the projected benchmark was 31.5% and they are actually at 30.5%. He stated the line items that are over are due to the fact that many payments are due the first of the year. He stated he doesn't see anything not tracking normally. He stated most of the jail overtime is due to staffing issues.

b) **Staffing Update:**

Sheriff Joski stated their recent hire, Christopher McCarthy, is doing great and has heard nothing other than positive comments. He stated Christopher is way ahead of the training curve and will be officially off training in July. He stated Anthony Blish just graduated from NWTC and will be starting with Kewaunee County on May 20. He stated Nicholas Reif is anticipated to start on June 2. Nicholas has participated in a few trainings with the county and feel he will do well. He stated they normally don't have 3 training at one time due to space issues; however, he stated he felt Anthony and Nicholas will do great.

Sheriff Joski stated they did not hire anyone out of the last round of interviews. He stated it wasn't due to the lack of quality but due to the fact that the applicants were not close to graduation. He advised them to reapply when they were closer to being down with school.

Chief Deputy Veesser stated even with these new 3 hires, they are still down one position. He stated they anticipate losing another 3 employees in the next year. He stated 1 will be leaving to pursue a different career and the other 2 are retirements. He stated there are actually 4 eligible for retirement but he has only heard of 2 so far. He stated they are approved to hire 5 new hires for the new jail and they haven't even gotten to that point yet. He stated they have never trained 3 at once and that they've historically done no more than 2 at once but with Christopher doing as well as he is and with the opportunity to hire, we couldn't pass up to opportunity. He stated Nicholas was offered a job in another county and chose Kewaunee County. He stated Nicholas has done a lot of training with Kewaunee County so he is familiar with a lot of the staff.

c) Review of Overtime by Category:

Chief Deputy Ve eser handed out and reviewed the overtime reports. He stated while the overtime in 2024 is more than in 2023, it is still less than it was in 2022. He stated the overtime is due to open shifts, transports and mental health issues. He stated he anticipates the overtime to be higher in summer.

Sheriff Joski stated that many mental health calls involve an Emergency Medical Detention which can tie up an officer around 12 hours for medical clearance and transports. Chief Deputy Ve eser indicated these are done with someone who is a threat to themselves or someone else. He stated there is a 72 hour hearing to determine commitment. Sheriff Joski stated sometimes the individual is willing to be committed voluntarily and sometimes safety plans are put into place. He indicated that mental health is a big problem and it is a struggle as it is an uncomfortable place to be put in.

d) Update on Jail Plans:

Sheriff Joski stated there are no new updates as they are awaiting for a decision to be made on the owner's rep.

Chief Deputy Ve eser shared and explained the jail inmate population report. There was a question raised on some of the data points and Chief Deputy Ve eser indicated he would check with Lt. Chris VanErem.

Sheriff Joski stated their software, Spillman, has the capabilities of running many different reports and if anyone has a need or a request, to let him know.

e) Opioid Funds for Officer Wellness:

Sheriff Joski stated that the Johnson & Johnson lawsuit in regards to the over prescribing of opioids has resulted in an Opioid Settlement Fund. He stated Kewaunee County currently has \$172,000 in an account and there are more payments being anticipated over the next few years. He stated that \$70,000 of that has been allocated for a wrap around house in Luxemburg for high needs families that Human Services is working on. He stated there is specific criteria that needs to be met before the funds can be spent. He stated one of the criteria is that the funds can be used for first responded trauma wellness (like responding to an overdose death). He stated the Sheriff's Department would like to put \$4,000 from the remaining funds to provide wellness counseling screenings for the entire department.

Chairman Baker asked if the payments would all be lump sums or in increments. Chief Deputy Ve eser stated some companies are doing lump sums and some are doing payments. He stated he cannot predict what will happen in the future. Chairman Baker aside if the county currently had \$172,000 in the fund and Sheriff Joski stated yes, that is the current balance.

Chairman Baker asked if the Sheriff's Department would be asking for the \$4,000 every year for this program. Sheriff Joski indicated they would like to do the wellness

screenings yearly but they would look every year to determine where the funds could be pulled from as in previous years they obtained the funds from grants.

Chairman Baker asked which employees would receive the counseling sessions and Sheriff Joski stated the entire department will have a screening session. Chief Deputy Veesser indicated that these sessions are becoming a standard. He stated they will send staff yearly for screening sessions. He stated a request will be made after traumatic events and some are more exposed to trauma, such as children sexual assault cases, so some may go more often than others. He stated patrol and dispatchers are exposed to trauma all the time.

Scott Browne asked if this is something that is currently being done. Chief Deputy Veesser stated we had everyone screened last year and optional counseling is offered after traumatic events (it can't be forced). He stated previous requests have been well received from staff and that they currently use the Wellness Co-op who specialize in law enforcement and military trauma. Scott Browne asked if there was money in the current budget to support the counseling and Sheriff Joski stated \$4,000 every year is put in the budget for it. He stated this \$4,000 would be an annual screen for employees.

Chairman Baker asked if there were any other plans for the current funds and Sheriff Joski indicated that the committee in charge of the funds are discussing other options. Joe Lukes asked if there was a time limit that the funds needed to be spent by and Sheriff Joski stated he was not aware of a time frame. Joe Lukes asked if the money is audited and Sheriff Joski stated it is so the money has to be spent appropriately.

The motion to approve spending \$4,000 from the Opioid Settlement Fund for Officer Wellness in 2024 was made by Wendy Shelton and second made by Scott Jahnke. Motion carried. The request will now be forwarded to the Finance Committee.

f) NG911 Grant Opportunity:

Sheriff Joski stated the state has been working towards Next Gen 911 for the last few years. He stated this includes a thorough updating of the GIS mapping and he has been working with Tammy Malach, Land & Information, on updating the GIS maps. He stated there needs to be a standard on many of the applications that the first responders use are not on standard GIS language. This grant would allow them to have a better response by accessing GIS maps. He stated the grant will also allow for text/audio to 911 which is becoming very popular. He stated it also creates an EZNet which is used to connect dispatches in case one goes down in the state. He stated the state has been rolling this out and Kewaunee and Pepin are the last counties to sign on. He stated he was waiting to implement this with the new jail; however, it needs to be done now.

He stated there are requirements for the grant. One requirement is that they need to prove they have 2 dispatches and another is that they incorporate Emergency Medical Dispatch protocols. He stated this would give dispatchers a protocol to follow, for example, when directing how to give CPR, how to handle a heart attack or how to deliver a baby. He stated this is beneficial as it is a standard everyone would follow and have access to since

dispatchers do not require a degree or certification. He stated the grant would cover the cost of the EMD. He stated they would need to offer 40 hours of initial training to dispatchers, which they already do.

Chairman Baker asked if there were any other costs. Sheriff Joski stated there was. He stated the EMD would be \$50,000; however, it's a 90/10 split with the grant with Kewaunee picking up 10%. Sheriff Joski stated there is an annual cost for the EMD licensing and that could be around \$10,000 which would be handled like a maintenance agreement. He stated this EMD will take liability off of the county during some calls. He stated the annual EMD training would be added to their current training. He stated the EMD will also take some liability off of the county.

Sheriff Joski stated they need to move to Next Gen 911, that is not an option, but this is a grant to assist with paying for it but has requirements that need to be met. He stated the requirements would make their dispatchers better so it is a good requirement. He stated they will bring this to a future meeting once they have the numbers.

Sheriff Joski also wanted to bring up the discussion in regards to the Humane Society agreement. He stated at this time, it has been determined this is not a county function and would be handled by the cities, villages and towns. Joe Lukes asked what if the townships won't do anything about it. Chief Deputy Veaser indicated if the animal is loose, the owner would be cited or warned. Wendy Shelton stated the city has come and picked up animals in the past in hopes the owner would come and claim it. Sheriff Joski stated he has worked with the Humane Society in the past for hoarding situations; however, he doesn't want to abuse it. He stated the humane society requires a contract and that contract would dictate how many animals needed to be brought in every year and it comes with a cost. Chairman Baker stated so if the surrounding counties won't take the animals, there really is no where to go with them. Sheriff Joski stated that was correct and that is why the communities needed to commit to a procedure. He stated the county may need to eventually take up the issue as the humane society will only make a deal with counties and not non-profits to make the procedures consistent and use the money obtained from the licensing fees.

A short discussion was held on what the fees are used for currently including claims on animals that kill other animals. Joe Lukes stated the county keeps some of the fees and the townships get a portion. Chairman Baker asked if the fees cover vicious dogs and Sheriff Joski stated state statute indicates if an animal leave the property and causes injury or damage on two separate occasions, it must be euthanized. Scott Browne stated it would be interesting to see how much is in the funds from the fees that were collected to see if it would support an agreement with the humane society.

g) Department Spotlight – Dispatcher Duties:

Sheriff Joski stated our dispatchers experience vicarious trauma which is second hand trauma. He stated our dispatchers hear the screams while handling the calls which affects them just as much if they were on scene.

Chief Deputy Veaser reviewed the dispatcher duties. He stated our dispatchers are busy 24/7 and there is not much down time. He stated they enter in warrants into the system perfectly as no mistakes can be made and they have to verify warrants within 5 minutes for other counties. He stated if it is not done in 5 minutes, they get a second request and if they don't respond to that in 5 minutes, it is reported to the TIME system and they get into trouble. He stated they enter stolen/recovered items into the TIME system, answers news station questions, be counselors to the callers, test sirens, participate in nuclear plant drills and tests that can be done weekly, send out the daily/weekly text/pager tests, monitor the radios, complete officer requests, request mutual aid, monitor the weather, send out RAVE messages, complete coroner requests and perform records management. He stated whenever they do a criminal history search, it is a 3 step process and they have to log why. He stated they also update maps and maintain the business/premise contacts in case a contact is needed quickly when a business may be closed.

Sheriff Joski stated dispatchers have to screen all incoming calls to determine if patrol response is necessary. He stated dispatchers have all the intel for the investigators and the patrol units to help feed the calls. Chief Deputy Veaser stated dispatchers are completing investigative work without being asked to fully support patrol and investigations. Sheriff Joski stated we are lucky to have our dispatchers.

Next Meeting Dates: The next meeting is set for June 12, 2024 at 8 a.m. to be held in the conference room at the Administrative Building. Proposed date set for July 10, 2024 at 8 a.m. also in the conference room at the Administrative Building.

Travel Requests:

Chairman Baker advised that in-state travel requests do not need to be approved by the committee. He stated only out of state travel requests need an approval per the Personnel Policy.

Sheriff Joski stated Tara LaCrosse will be attending the Wisconsin Law Enforcement Administrative Professionals Conference from June 19-21, 2024 in Green Bay. He stated Erin Tuttle, Regina Augustian, Cody Melville and Jensen Beyer will be attending INTOX Training from June 24-27, 2024 in Oshkosh.

Chairperson's Comments: None.

Other Matters as Authorized by Law:

Milt Swagel asked if there were any estimates for the jail upgrades. Sheriff Joski stated they haven't received any estimates yet.

Adjourned:

Scott Jahnke made the motion to adjourn, and Wendy Shelton seconded the motion. Meeting adjourned at 9:17 a.m.