

KEWAUNEE COUNTY PUBLIC SAFETY & JUSTICE COMMITTEE REGULAR MEETING

Date: May 15, 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
4. Approve minutes- April 10, 2024 meeting
5. Public Comment

Justice Reports:

Emergency Management: -

- a. Review 2024 Budget to date
- b. Review upcoming training/exercise
- c. Director's Report

Sheriff's Department:

- a. Review 2024 Budget to date
- b. Staffing update
- c. Review of overtime by category
- d. Update on Jail
- e. Discuss and make possible recommendation regarding use of Opioid Funds for Officer Wellness
- f. Discussion of upcoming NG911 Grant opportunity
- g. Department Spotlight – Duties of our Dispatchers
6. Set Meeting Dates Next Scheduled **June 12, 2024 @** Kewaunee – Conference Room @ 800AM,
July ?, 2024 @ Kewaunee – Conference Room @ 8:00 AM

7. Travel Requests

Emergency Management:

Sheriff's Department:

- Tara LaCrosse- WI Law Enforcement Administrative Professionals Training Conference- June 19th-21st. Green Bay, WI/
- Erin Tuttle, Regina Augustian, Cody Melville, Jensen Beyer- INTOX Training- June 24th-27th- Oshkosh

8. Chair 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
April 10, 2024

The Public Safety & Justice Committee meeting was held on April 10, 2024 in the Conference Room at the Kewaunee County Administration Center.

Call to Order: Chairman John Mastalir called the meeting to order at 8:02 a.m.

Members Present: Chairman Mastalir, Scott Browne, Doug Doell, Scott Jahnke, Joe Lukes, Chief Deputy Jason Veeseer and EOC Director Tracy Nollenberg. Sheriff Matt Joski was excused. Also present: Milt Swagel

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

Approve Previous Month Meeting Minutes: The motion to approve the minutes from the March 13, 2024 meeting was made by Joe Lukes and second made by Scott Browne. Motion carried.

Public Comment: None.

Justice Reports: None

AGENDA:

Emergency Management:

a) Review 2024 Budget to date:

Director Nollenberg asked if there were any questions on the budget to date. No questions were asked. Director Nollenberg received a notification at the end of March stating the Emergency Management Performance Grant was going to be decreased by about \$2600.

b) Review upcoming training/exercises:

Director Nollenberg shared that Thursday, April 11, 2024 is the statewide tornado drill at 1:45pm and 6:45pm. In the event of severe weather, drill will be Friday, April 12, 2024 at the same times. In the event of severe weather on Friday drill will be cancelled.

Kewaunee County is participating by having text messages and phone calls going out to those who are registered with Kewaunee County's Mass Emergency Alerting System, Rave Alert.

Thursday, April 25, 2024 National Weather Service is coming to do a Weather Spotter Class from 6pm to 7pm in our Emergency Operations Center in Luxemburg. This is open to the public.

An ICS-200 course will be held on May 9 and May 16, 2024 in the Emergency Operations Center. This is a 16-hour class split up in the two days and is an Incident Command System Course for Single Recourses and Initial Action Incidents. The course is for supervisor positions, those in the Emergency Operation Center, law enforcement, fire, EMS and individuals that deal with emergency response.

Joe Lukes asked if County Board Members are required to take that course. Director Nollenberg said that the NIMS-700 and ICS-100 courses are required for them. The ICS-200 course is required for anyone who sits in the Emergency Operations Center. Joe Lukes asked Director Nollenberg that if once you have taken these courses they are good forever. Director Nollenberg said that is correct but it is good to retake these courses as a refresher.

Damage Assessment Training is scheduled on May 22, 2024 in the Emergency Operations Center from 6pm-9pm. This training is for individuals who are interested in being a part of a damage assessment team. They will go out in Kewaunee County and assess damage for flooding, straight line winds, tornados, etc. This is not to assess the cost of the damage, but to get an idea of the damage that was done.

c) Director's Report:

Tier II Reports for 2023 were due the end of February. There was one business that was delinquent, Fermented Nutrition - Packerland Whey which recently closed. Information was sent to the state, as they are Kewaunee's County's Local Emergency Planning Committee Designated Compliance Officer.

Finished up the Emergency Operations Plan updates and sent to FEMA for review. This included sending the Reception Center Plan, Pre-Scripted Message Manual, Memorandums of Understandings, Standard Operation Procedures, and other documentation that is referenced in our Emergency Operations Plan.

March 6, 2024 the LEPC (Local Emergency Planning Committee) Meeting was held. This committee meets twice a year. Mentioned the Off-Site Facility Plan Reviews that were accepted, grants that were coming through, transportation stickers from the DMV for electric vehicles, Hazard Mitigation Emergency Preparedness Regional Exercise that was held by Winnebago, the Building Resilience Infrastructure Community Grant we are working on, this is the Kewaunee County Hazard Mitigation Plan and needs to be updated every 5 years. Talked about the Clean Sweep date which is September 7, 2024, that was applied for last year and approved. The Village of Luxemburg mentioned they will be hooking up with the Green Bay water system in 2026.

Kewaunee County Emergency Medical Services Meeting on March 28, 2024: all agencies are facing recruitment issues, Algoma worked on a mutual aid/mutual coverage agreement which is a DHS-110 State Statute that governs what EMS does. All of the EMS Directors signed it and now being sent to the state. Other topics that were discussed were new equipment purchases, upcoming new shared revenue formula for Fire/EMS with the municipalities, trainings and inspections they are going through. Luxemburg Fire talked about the Junior Fire Fighter Program they are doing in Luxemburg. With this the school did reach out for a grant to get students involved. NWTC did say how they are trying to get a High School Academy in 2025 with one semester for EMS and the other for Fire. Director Nollenberg stated she does not know what schools they are reaching out to have these classes. There was talk at this meeting about the stickers for electric vehicles. There will be an increase in training hours for EMS starting the summer 2025.

Director Nollenberg updated on grants: waiting on reimbursement for Emergency Management Performance Grant, Emergency Planning Right to Know Act Grant and the Computer Grant. Reimbursement has been received for the 2023 Clean Sweep.

Director Nollenberg also mentioned the BRIC (Building Resilient Infrastructure and Communities) Meeting which supports states, local communities, tribes and territories as

they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards. Meetings are scheduled as more involvement from the public is needed, and more stakeholders will be reached out to. Upcoming meetings are scheduled for May 10, 2024 from 9am-11am, May 30, 2024 6pm-8pm via ZOOM and June 10, 2024 1pm-3pm. There will be a letter going out to schools, business owners, county board members, etc. There is more documentation needed for this grant including who we are sending the invites to, what their role is and their contact information.

Director Nollenberg shared that her and her assistant attended the Governor's Emergency Management and Homeland Security Conference last month and the following week attended the Radiological Emergency Preparedness Core Concepts Training. Being that Kewaunee is a Risk County this educates on why we prepare for nuclear incidents. Also did a Plume Plan Review, received an updated Radiological Emergency Preparedness Program Manual and went through some of our Emergency Operations Plan w/FEMA. Held a PIO (Public Information Officer) workshop in February. Chief Deputy Veaser asked if we had any new PIO's. Director Nollenberg answered that we currently have 3 PIO's with 2 more people that are considering but we do need more.

Director Nollenberg mentioned that in late April early May she will be part of a panel that is doing a presentation at the National Radiological Emergency Preparedness Conference. They will be talking about lessons learned and improvements that came from the Hostile Action Based Exercise held in 2023.

Director Nollenberg said she is the treasure of WEMA (Wisconsin Emergency Management Association) and is currently working on a fiscal policy. The next conference for WEMA is in September 2024.

Director Nollenberg brought up the snow storm last week that caused a lot of power outages. Some people were without power for 72 hours. There was a briefing held Thursday morning with Law, Public Health, Human Services, Public Information, Extension and County Board reps. Director Nollenberg continually monitored power outages. Warming and charging locations were opened in Kewaunee at Public Health and Human Services and at Luxemburg Fair Grounds. Director Nollenberg monitored and updated social media and Josh Viste put the information on Kewaunee County's Website. Five residents did come into the Luxemburg Fair Grounds.

Scott Jahnke asked if you should call WPS if you don't have power. Director Nollenberg said that Yes, you should call if your power is out or if you do see a concern with a pole or power line. Doug commented on what a great job WPS did with the recent power outage in Kewaunee County.

Sheriff's Office:

a) Review 2023 Budget to Date:

Chief Deputy Veaser asked if there were any questions on the budget. Stating that the overtime is high, but they are 4 people down and it will even out when they can fill those positions. Chief Deputy Veaser said at this time there is a female incarcerated in the jail. Which means that a female staff member must be on at all times. Usually female inmates are sent to a surrounding jail but with some issues this inmate creates it has been a challenge for another facility to take her in. Chief Deputy Veaser said he is worried that the female staff may get burned out working more hours so they are looking into some other possibilities.

Chief Deputy Veeser stated that they received a new module for evidence which was incorporated into their current in-house record keeping system, Spillman, and are now able to enter evidence into the computer. Previously they had a system where they would enter evidence on sheets and track it that way. Now they can enter evidence and track it in the computer. This also allows them to print out a log of all the evidence.

b) Staffing Update:

Chief Deputy Veeser stated that they are still 4 staff members down. They did have Christopher McCarthy start this week and he is in training. There is also two more people in the academy that will be starting in May. Chief Deputy Veeser said that they were just at a recruiting at NWTC's job fair yesterday and made a comment of how the amount of people going to school for law enforcement has gone down a lot throughout the years but the need for law enforcement has not changed. Which means everyone is looking to hire these people and we need to make Kewaunee a place they would like to work for.

c) Review of Overtime by Category:

Chief Deputy Veeser handed out a sheet with overtime listed showing this year and the past two years. We are a bit high now but it is offset with the vacant positions.

d) Update on Jail Plans:

Chief Deputy Veeser stated they are still waiting for the next meeting to be scheduled but it looks like the county is going to go with an owners representative. .

e) Department Spotlight:

Chief Deputy Veeser wanted to spotlight recruiting. He went to the NWTC job fair yesterday hoping it would help by having management attend. Ryan Vanderboss, Hailee Jandrin, Jamie Tlachac, Regina Augustian and Tyler Tuttle work together to attend job fairs in high schools and colleges to try to recruit people to come by us. They put a lot of time and effort into these functions and bring along a lot of materials to highlight what Kewaunee has to offer and what makes us stand out compared to other jurisdictions. Including our schedule and having off every other weekend, the ability to take the squad car home, also the camaraderie and how well they get along. They also invite people to come and job shadow which we can offer very easily and quickly. We also allow juveniles to come and job shadow with a parent signing off of them. Chief Deputy Veeser also stated that they give 4 scholarships out a year for people wanting to go to college for law enforcement. Another way we get high school individuals interested is to have them participate in trainings. This way they can see what the job is like and they get to know officers.

Deputy Veeser also said that there is a job fair coming up at Fox Valley Tech.

Scott Jahnke asked how long someone needs to go to school for law enforcement. Chief Deputy Veeser said that it is two years if they go for a degree, then 14 weeks to train.

After that when they want to transfer to patrol it is an additional 12 weeks. But having them work in dispatch gives them a lot of knowledge for being in patrol.

Next Meeting Dates: The next meeting is set for May 8, 2024 at 8 a.m. to be held in the conference room at the Administrative Building.

Proposed date set for June 12, 2024 at 8 a.m. also in the conference room at the Administrative Building.

Travel Requests: None

Chairperson's Comments: Chairperson Mastalir thanked everyone for everything and said it has been a good run. He wished everyone good luck in the future.

Other Matters as Authorized by Law:

None

Adjourned:

Joe Lukes made the motion to adjourn, and Doug Doell seconded the motion. Meeting adjourned at 8:48 a.m.

Minutes Respectfully provided by:
Kim Selner