

KEWAUNEE COUNTY PUBLIC SAFETY & JUSTICE COMMITTEE REGULAR MEETING

Date: October 11, 2023

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- September 13, 2023 meeting
5. Public Comment

Justice Reports: Register in Probate - ?

Emergency Management:

- a. Review 2023 Budget to date
- b. Review 2024 Proposed Budget
- c. Review upcoming training/exercise
 - i. Review Point Beach Nuclear Plant Hostile Action Based Exercise
- d. Approve 2024 Clean Sweep Agricultural and Household Hazardous Waste Grant Contract
- e. Approve 2024 Unwanted Prescription Drug Collection Grant Contract
- f. Overview of Clean Sweep process from grant proposal to grant closeout
- g. Director's Report

Sheriff's Department:

- a. Review 2023 Budget to date
- b. Review 2024 Proposed Budget
- c. Staffing update
- d. Review of overtime by category
- e. Update on Jail
- f. Information on Drone Replacement
- g. Department Spotlight – Investigators

6. Set Meeting Dates Next Scheduled **November 8, 2023 @ Kewaunee – Conference Room @ 800AM, December ?, 2023 @ Kewaunee – Conference Room @ 8:00 AM**

7. Travel Requests

Emergency Management: Ingestion Workshop, Welch, MN October 23 – 25; FEMA Region 5 Integrative Preparedness Plan Workshop, Chicago, IL Nov 1 – Nov 2

Sheriff's Department:

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
September 13, 2023**

The Public Safety & Justice Committee meeting was held on September 13, 2023 in the Conference Room at the Kewaunee County Administration Center.

Call to Order: Chairman John Mastalir called the meeting to order at 8:00 a.m.

Members Present: Chairman Mastalir, Scott Browne, Scott Jahnke, Joe Lukes and Sheriff Matt Joski were present. Supervisor Milt Swagel and Lt. Chris VanErem were also in attendance. Doug Doell, Lt. Jason Veaser and EOC Director Tracy Nollenberg were not present.

Approve Agenda and Previous Month Meeting Minutes: The motion to approve the agenda and the minutes from the August 9, 2023 meeting was made by Joe Lukes and second made by Scott Jahnke. Motion carried.

Public Comment: None.

Justice Reports: None.

AGENDA:

Emergency Management: None.

Sheriff's Office:

a) **Review 2023 Budget to Date:**

Sheriff Joski stated the current budget is at 50% so they are in a good position. He stated the Wellness revenue line item is over 300% right now as the grants have come in and that will compensate the expenses. He stated their department has quite a bit of expenses that are offset by grants.

Sheriff Joski stated their new squads have come in so the Outlay line item will drop. He stated the final Ford came in on 09/12/2023 and the four new vehicles need to be upfitted and have the graphic designs applied. Chairman Mastalir asked if the new vehicles were all SUV's and Sheriff Joski stated these are the last Chargers that will be received as they are being discontinued next year. Scott Jahnke asked if the Chargers were four-wheel drive at least and Sheriff Joski stated they are all all-wheel drive as they tried front-wheel drive in the past and they do not work in our winters.

b) **Review 2024 Proposed Budget:**

Sheriff Joski stated the 2024 proposed budget has been reviewed by Paul Kunesh and Administrator Ed Dorner. He stated the proposed budget was given to the County Board on 09/12/2023.

Sheriff Joski stated they have included costs in Outlay for the replacement of the jail's main door that needs to be done. He stated the budget next year needs to include addressing the current jail issues.

Chairman Mastalir asked if the jail isn't built or if it drags out longer, will the jail roof need to be replaced? Sheriff Joski stated yes, the roof will need to be replaced. He stated that will end up on the State Jail Inspector's report. Sheriff Joski stated they have allowed Kewaunee to defer the repairs due to the new jail but now the issues need to be addressed.

c) Staffing Update:

Sheriff Joski stated the Executive Committee approved posting the permanent investigator position on 09/11/2023. He stated the new eligibility posting will be posted on Friday. He stated they only interviewed one person from the last posting when usually they interview around 10. Sheriff Joski stated it is not just us who are experiencing the lack of applications, Brown County had to close a wing due to staff shortages. He stated we have three retirements coming up between now and early 2024.

d) Review of Overtime by Category:

Sheriff Joski explained that the overtime is up but the costs are being offset by grants and the cities reimbursing our expenses for covering their shifts. He stated after you offset the reimbursements, our overtime costs are actually lower than they were the last two years.

Sheriff Joski explained that our officers are backfilling shifts for Algoma Police Department and Kewaunee Police Department as they are low on staff.

Sheriff Joski wanted to say a "thank you" to Lt. Chris VanErem and Chief Deputy Jason Veeseer for keeping tabs on the overtime hours and moving employees around in the schedule to keep overtime costs down. He also wanted to say "thank you" to his entire staff for willing to shift their schedules even at the last minute.

e) Update on Jail Plans:

Sheriff Joski wanted to provide feedback on the questions and concerns that were brought up at the County Board on 09/12/2023 due to the fact that he had to leave for a meeting he needed to attend in the Village of Luxemburg. He just wanted to make it clear that he was not degrading the Henry County Jail with his concerns and comments, his comments were just notes as to how things would have to be different for Kewaunee County. He stated he has since talked to the Henry County Sheriff to discuss his comments.

Sheriff Joski wanted to ensure that the County Board understands that the jail doesn't need "tweaks." He stated the changes that need to be made are PREA violations, DOC 350 violations and mandate violations. He stated there are guidelines that need to be followed and that the new jail was being designed based on those guidelines. Sheriff Joski stated the State Jail Inspector's letter indicates significant changes that need to be corrected.

Sheriff Joski cleared up the comments made about the need of a jail interview room. He stated there is a need for an interview room off of the sally-port as individuals may need to be interviewed prior to being booked in the jail. He also explained the need for a separate entry for the Huber inmates. Sheriff Joski explained that Kewaunee County would not want laundry in with inmate property because then the inmates cannot do laundry and they would also not want the water heater by the IT equipment because if the water heater fails, there would be a major loss to the computer systems.

Scott Jahnke made a comment that maybe the booking process needs to be explained in detail for everyone to understand why the needs are being requested.

Sheriff Joski indicated that he has an obligation to address the State Jail Inspector's letter. He stated he will do his best to make the corrections but there is a concern of what will be found as the improvements are being made, it may be a Pandora's box.

Sheriff Joski stated he has a concern with the current staffing and building a new jail. He stated he feels the current jail environment offers more flexibility so he will be addressing the current deficiencies and making the necessary improvements.

Sheriff Joski stated they have three retirements coming up shortly so there will be openings that need to be filled. He said they are able to have one cross trained deputy (between jail and patrol) and their investigators are willing to fill open shifts as well.

Scott Jahnke asked if the bidding could be restructured to have bids on larger parts of the project vs. having each section separate for the bidding. Sheriff Joski stated they definitely can but when the bidding was being set up, it was agreed they would focus on local bidders. Scott Browne stated the bigger contractors don't want to bid on the small projects and that Venture should have known that. Sheriff Joski stated Venture did know that but the county wanted to focus on getting local bidders so that is why the project was broken up.

Sheriff Joski stated the plan was thought out well and deliberate but today's economy caught everyone off guard. He stated it is his recommendation that board members should make calls and continue their research so that knowledgeable decisions are made.

Sheriff Joski stated that Lt. VanErem is currently getting estimates for the corrective actions that need to take place in the current jail. He stated there is no longer a need for a Jail Study Committee as he will now be working with the State Jail Inspector to ensure the necessary changes are made.

f) Department Spotlight:

Sheriff Joski stated Jan Goetsch, our lead jail cook, is amazing and our new jail cook, Theresa Denil, is doing great.

Lt. VanErem stated when their previous jail cook left, Goetsch became the head cook and she has been phenomenal. He stated they went through three to four cooks before Denil

was hired. He stated Goetsch would always come in when she was asked on her time off and sometimes it was very last minute. He stated when they were going through the three to four cooks, they observed there was a lack of responsibility and these individuals just wouldn't come to work. He stated it was very hard to find a replacement as they only get paid \$16.75 an hour with no benefits, work 3-4 hours a day, and have to work every other weekend. He stated Denil has been fantastic. He stated Denil is responsible, committed and does what she is asked to do.

Next Meeting Dates: The next meeting is set for October 11, 2023 at 8 a.m. to be held in the conference room at the Administrative Building.

Proposed date set for November 8, 2023 at 8 a.m. also in the conference room at the Administrative Building.

Travel Requests: None.

Chairperson's Comments:

Chairperson Mastalir wanted to thank everyone who toured the Henry County Jail. He stated there were pros and cons that were noted and it gave everyone a new perspective.

Other Matters as Authorized by Law: None.

Adjourned:

Joe Lukes made the motion to adjourn, and Scott Browne seconded the motion. Meeting adjourned at 8:49 a.m.

Minutes provided by:
Tara LaCrosse, Recording Secretary