

Law Enforcement/ Emergency Management Committee Minutes January 7, 2019

The Law Enforcement/Emergency Management Committee meeting was held on January 7, 2019 in the Integrity Meeting Room, at the Kewaunee County Sheriff's Department.

Call to Order: John Mastalir called the meeting to order at 8:18 a.m.

Members Present: John Mastalir, Scott Jahnke, Charles Schmitt, Doug Doell, Joe Lukes, , EOC Director Tracy Nollenberg and Sheriff Joski.
Chief Deputy David Cornelius was not present.

Approve Agenda: Motion to approve the agenda was made by Scott Jahnke, second by Doug Doell. Motion carried

Approve Minutes: Motion to approve the minutes from November 13, 2018 by Scott Jahnke, 2nd made by Doug Doell. Motion carried.

Public Comment: No public comment.

Agenda:

Law Enforcement:

- a.) Review 2018 Budget to date: Sheriff Joski pointed out our budget at the end of November 2018 was at approximately, \$263,728, which puts the sheriff's department in a good position to end 2018 with about a \$43,000 surplus.
- b.) Review of Overtime by category: In Chief Deputy Cornelius' absence, Sheriff Joski shared the overtime report with the committee. He noted no major changes. The only thing that could possibly change that would be any holiday overtime in December. With being 3 or 4 people down in the jail, this is something we can't avoid until new hires are brought on. Joski shared the Patrol division went to the same schedule as the jail beginning in 2019. This should help bring the overtime in that division way down. Joski reports we won't see any relief with the Jail OT until all of the positions are filled.
- c.) Staffing Update: We have reviewed current applications, and will be testing 21 of them by the end of January. Interviews will be scheduled in early February, with the hopes to start our next hire March 1. Sheriff Joski was encouraged by the quality of the applicants this round, as there were a number of them with dispatching backgrounds. Most of the recent employees that left had mentioned they liked doing the jailing part of the position, but just could not handle the dispatching. Discussion on this position changing from a joint position to a separate jailing and separate dispatching position for a new jail facility is something that will have to be addressed.

- d.) Review Monthly Jail Census: We remain well over our capacity of 22, this past month it was an average of 38 inmates. Sheriff Joski said he recently received a report for 2018 from our Health Care service. This was the first year we had them for the entire year. Some of the things that stood out in the report to him were they did 25 mental health evaluations over the 12 months. Of all of the inmates detained, 62% of them were on some type of medications. Of those medications, 40% of them were Psychiatric medications. Joski pointed out with all of these mental health issues, that will be something else that needs to be addressed with the new jail facility. It is not just a "brick and mortar" and "number of beds needed" building, we need to address so many other issues, such as mental health when planning the jail.
- e.) Status of Jail Facility Project: Sheriff Joski reports that Chair Bob Weidner has appointed a committee for the jail project as it moves forward. This group will probably "ebb and flow" as different aspects are worked through. Doug Doell from this committee is part of the jail committee. Charles Schmitt asked if Doug would be willing to give this committee updates each month as this progresses. John Mastalier also reminded everyone they are welcome to attend any/all of the jail project committee meetings.
- Being no other sheriff department issues, Sheriff Joski excused himself, as his swearing in ceremony was being held this morning.

Emergency Management:

- a.) Review Budget to date: Director Nollenberg pointed out a few line items were above 100% in her budget. The maintenance line was due to the dosimeter maintenance that occurred. Paul Kunesh will be doing some adjustments on some of the lines, which will be included with the Point Beach monies next year in her budget. Nollenberg also pointed out, her EMPG (Emergency Management Performance Grant) and the EPCRA (Emergency Planning Community Right-to-Know Act) Grant budget actually runs from October to September, not January to December.
- b.) NIMS Compliancy: She will be starting over, reviewing the new employees first. She does not have any set dates as of yet, but will need a minimum of 4 people to hold a training for each of the NIM 700 and ICS 100 classes.
- c.) Status of review of municipal Emergency Management plans: Nollenberg reports 7 of the 14 are completed. Two are out for review or signature. Three of the 7 are working on them. Two of the 14 need to be reminded to work on them.
- d.) Review Upcoming training/exercise events: Nollenberg informed we do have a Point Beach training/drill coming up this year. The Reception Center portion will be in April and May, with the Emergency Operations Center being in May and June. The drill being in one month, and the evaluated exercise being in the next month.
- e.) Status of Yearly review/updated of Kewaunee County Emergency Operations Plan: She has started updating the county emergency plan, the plan consists of Annexes "A-L". She is working on finishing this up by the end of February, and to have everything submitted in March.

f.) Update on 2019 Clean Sweep Grant/date selection: They have had to work through some conflicts, and due to this, it looks like the collection date will be on a Friday this year, vs. a Saturday in the past. She is trying to coordinate an electronics collection in conjunction with the date again. On a similar note, in checking various things for the Clean Sweep, she was informed Lemens in Luxemburg collects latex paints for a minimal fee, and then for a minimal fee, the paint is sold. It is a nice way to get paint out of your house, and it is being "recycled". Nollenberg had checked into whether the local municipalities could apply for the Clean Sweep Grants, and was told they can, but there would have to be a very good reason for a municipality and the county to host separate clean sweeps. As part of this year's Clean Sweep, besides the pre-registration, we will be taking Agricultural items, and they will be allowed up to 200 pounds free of charge.

Nollenberg stated the state offers a program called STEP, which is designed for 5th graders across the state. STEP stands for Student Tools for Emergency Planning. This year, Holy Trinity in Casco will participate. She hopes to find out when this is taking place, and to join in the program that day.

Next Meeting: The motion was made by Doug Doell to have the next meeting on 02/12/19 at the Emergency Management office at 8:15 a.m., and the following meeting is proposed for 03/12/19, at the Sheriff's Office at 8:15 a.m. Second was made by Charles Schmitt. Motion carried.

Travel Requests: No travel requests were requested by the Sheriff's Office.

Director Nollenberg did submit her request for herself and Lead PIO, Sallie Marquardt to attend the National Radiological Emergency Preparedness (NREP) conference in Orlando, FL. Tracy explained she was asked to be a co-presenter in the topic of "Decommissioning-A County and State Perspective" at this year's conference. A motion was made by Scott Jahnke to approve the travel request as presented by Director Nollenberg, a second was made by Joe Lukes. Motion carried.

Other Matters as Authorized by Law: None

Chairperson's Comments: John Mastalir again thanked Mary and Terri for taking the minutes at our meetings.

Adjourned: Joe Lukes made the motion to adjourn, and it was seconded by Scott Jahnke. Meeting adjourned at 8:56 a.m.

Minutes provided by:
Recording Secretary, Mary Berkovitz