

Kewaunee County Public Safety & Justice Committee Minutes September 4, 2019

The Public Safety & Justice Committee meeting was held on September 4, 2019 in the Integrity Meeting Room, at the Kewaunee County Sheriff's Department.

Call to Order: John Mastalir called the meeting to order at 8:17 a.m.

Members Present: John Mastalir, Scott Jahnke, Charles Schmitt, Doug Doell, Joe Lukes, , EOC Director Tracy Nollenberg, Sheriff Joski, and Chief Deputy David Cornelius Cindy Kudick from Child Support.

Approve Agenda: Motion to approve the agenda was made by Joe Lukes, noting we will change the order of presentation to have Child Support first, followed by Emergency Management and then the Sheriff's Office, second by Scott Jahnke. Motion carried

Approve Minutes: Motion to approve the minutes from August 13, 2019 by Charles Schmitt, 2nd made by Joe Lukes. Motion carried.

Public Comment: No public comment.

Agenda:

Child Support:

- a.) Review 2020 Proposed Budget: Cindy Kudick shared the Child Support budget worksheet for 2020. She explained it is basically the same as last year, and again 66% of their budget expenses claimed are reimbursed by the state. This includes such items as time spent to do paper service, court security, court commissioner etc. This is submitted monthly and Child Support receives a check every three months from the state that reimburses for these services. The budget will go for review to finance for any final adjustments.

A motion was made by Doug Doell and second by Scott Jahnke to accept the Child Support proposed budget as presented. Motion carried.

- b.) Cindy informed all three of the Child Support workers will have to be finger-printed for the FBI, as this is a new requirement. Their collections are at about 85% and Paternity is at 100%.

Emergency Management:

- a.) Review 2019 Budget: Tracy reported there was a minor change in some of the revenue lines. The Emergency Management Preparedness Grant (EMPG) was increased by the state by \$178.48 and the Emergency Planning Community Right

to Know Act grant increased by \$159.00. All else is as expected for this time of the year.

- b.) The NIMS Compliancy is the same as reported last month.
- c.) 8.5 of the 14 Emergency Management plans have been completed. Tracy has been attending some of the town meetings, and this has helped to complete these.
- d.) No changes with any upcoming training/exercise events are planned at this time.
- e.) Review Proposed 2020 Budget: Tracy reports one of the larger increases in her budget is for Telephone. This is mainly due to the internet charges that were taken over by the county (used to be covered by the nuclear plant). This is up about \$300. Satellite coverage is up also. The revenue current estimate from the state is up slightly. The amount of the Clean Sweep grant is entered as an estimated receipt of highest amount possible. We will not know how much we get until after we submit our grant request. That is due in by October 1, and Tracy will be submitting that soon. Joe Lukes made a motion to approve the Emergency Management preliminary budget for 2020, and Charles Schmitt seconded it. Motion carried.

Law Enforcement:

- a.) Review 2019 Budget to date: Sheriff Joski has recently reviewed the year to date budget with Paul Kunesh. Our department is running tight for the year, and we don't foresee any huge expenses before the end of the year. The jail medical and the board of prisoners/adult are both high for this year's budget. The fuel budget is lower this year, mainly due to lower gas prices this year. The tire budget may go up by the end of the year as squads prepare for winter with new tires. Joski informed he paid a bill this week for in-squad computers which was \$5,000. He explained it was cheaper to do a 3 year agreement with these, so that was what we did. Joski explained the building equipment which is not budgeted will be pulled from the maintenance agreements line near the end of the year. Joski expressed his concerns that the radio towers should be inspected annually, and they have not been done since they were installed. Discussion on turning the towers over to Emergency Management took place. Overall, nothing in our 2019 year to date budget "jumps out", and it should close out close to normal. Joski will request the normal budget transfers sometime in October or November.
- b.) Review Proposed 2020 Budget: Sheriff Joski states there are no "flags" in the line by line budget. He expressed the sheriff's department is not a revenue making department. Joski pointed out an increase in the training line is mostly to "train the trainer", so we save monies over all. The Drug Task Force was made a stand-alone line, the budget amount is for \$8,000, which is the amount of annual dues paid. Recruitment/screening budget is up slightly due to increasing hiring etc. The car/truck maintenance line also was raised. The uniform allowance also went up. The clothing allowance is at \$450 per officer, and with new officers coming and going this budget has been going over budget the past few years. On the jail side, monitor fees has brought in a substantial revenue in 2019, as we are at \$21,000 ytd. In the expenditures budget we have upped the overtime budget

from \$20,000 to \$30,000. Joski pointed out the 2018 actual budget for overtime was at \$71,664 and with the new jail schedule it was reduced to \$17,150 ytd in 2019. That was working with being two people short in the schedule. Once we are full staffed, this should drop even further. Joski explained Medical services are out of our control, and this is driven by the inmates and the type of care they need. 2019 ytd has us already at \$37,900, and this is one of the largest increases in the budget for 2020. The telephone budget has been tracking high this year, so this has been increased in 2020 budget. The sheriff's department will address this with Paul Kunesh later today. The board of prisoners/adult is already at \$40,000 which is over last year's budget, thus it has been increased substantially for 2020, and the juvenile line will be reduced. The juvenile prisoners is down this year, and line item transfers from juvenile to adult will be made near the end of the year. The equipment rental & leases line is up slightly. The Tazers were put on a lease program which is more cost effective and keeps them fresh and on cycle. Most of the equipment from the EOC dispatch center has been removed to use in dispatch. The EOC dispatch center is non-functioning with the close of the nuclear plant, and we are just salvaging useful parts at this time. In the jail outlay, the "911 Next Gen" system needs to be a priority. The state received a federal grant which will be available for application soon. The grant will grant (by priority) these monies to those in need of updated equipment the most. It is a 60/40 match grant, which Joski expressed the importance to budget our 40% share in the 2020 budget to get the 60% of this system paid for with grant monies, which will be a huge saving on the overall cost. Sheriff Joski then went through the capital outlay for the 2020 budget pointing out the rotation of the ballistic helmets, side plates for vests, and in squad recorders which have to remain in the constant cycle each year for officer safety. A major item is the 3 squads that rotate each year. This year the only "option" for the deputies is the Dodge Charger. The Ford SUV's cost jumped by over \$10,000 and costs for the SUV's are almost \$36,000. The Chargers are pricing at about \$24,500. The other squad on the 8 year rotation (Matt's truck) is the oldest squad in the fleet and in needs to be replaced. The department will be in search of a used truck to replace this squad and have put \$25,000 in the budget for this purchase. It was suggested to check with Jesse at the Highway shop if they were purchasing a new truck, and maybe the county could get a deal if purchasing two trucks at the same time. The mobile and portable radios are at "end of life" and will need to cycle these out with upgraded versions. The average shelf life of the radios and mobiles is approximately 10 years and we are over that already. Also new AED's need to be cycled to the new version. As new squads come in the AED's are being replaced in them.

- c.) Update on Facility Improvement Study/Inmate Census Report: Joski informed the County Board approved to move to Phase II of the study. The Average daily Inmate population was shared for year to date through 9/3/19 and shows an average of 34.95. This is slightly lower, but this number fluctuates, and he expects this to peak again this fall. Joski shared he offered all county board members to

tour the current jail facility, and not one had approached him to view the jail as of yet.

- d.) Review and recommend Sheriff's Administrative Assistant pay Classification: Sheriff Joski reminded the committee that approximately a year ago, the committee had approved the revised job description of the sheriff's assistant position. He is now, based on the new description, requesting this position be moved from Grade 5 to a Grade 6. In comparison with the current positions in Grade 6, the sheriff's administrative assistant job description should be in the upper grade. Joski shared a number of examples of why this move is valid. Joski is following the process set by the county to change this grade scale for this position, and thus looking for the approval of this committee to move forward. A brief discussion took place on the comparisons between Grade 5 and Grade 6 positions within the county. Scott Jahnke then made a motion to move the Sheriff's Administrative Assistant position from Grade 5 to Grade 6, and to have the personnel committee review this at their October 2019 meeting. A second was made by Charles Schmitt. Motion carried.
- e.) Update on Next Generation 911 Grant: Sheriff Joski had shared earlier and explained the Next Gen 911 grant is a 60/40 grant, so we would get 60% of the cost in "free money" to update the 911 system. The Next Gen version will be compatible with all of the state of Wisconsin. Joski reminded our current 911 system is analog yet and is so old many of its components cannot be fixed. Our current 911 system has no GPS features, where the new one has GPS compatible features within it. Currently the dispatch center is "limping along" with our 911 system. As mentioned earlier, Sheriff Joski is budgeting our 40% share of this grant in the 2020 budget, as the application process will begin soon, and they are giving grant monies to those in most dire need of 911 updates, so Kewaunee County should be near the top of the list to receive this grant.

Sheriff Joski gave a staffing update to the committee. Recently three deputies, VanGoethem, Neuman, and Broomhall were sworn in. Deputy Logan Hermans is nearing the end of his training, and Deputy Brandon Deprey just started this week. Deprey should be completed by December of this year. Chief Deputy shared the 2019 Overtime Summary as of 9/3/19. The open shifts had a increase, as we had an unexpected FMLA issue that lasted 5 weeks. We were reimbursed for the County Fair overtime. The hours in the Meg Unit are 80% covered by grants. We have no control over the scheduled overtime. Chief Deputy Cornelius pointed out on the budget that in 2018 at the end of the year we had \$70,000 in overtime, and this year, in the year to date overtime, we are only at \$17,000. He relates this to the new schedule in the jail. Once the final two deputies are in the rotation, this should help decrease the overtime even more. The sheriff's department is starting the eligibility list process again, in preparation for Chief Deputy Cornelius' retirement. His retirement will cause a domino effect, once his position is selected, and Sheriff Joski wants this process done so there is some overlap as we make these "cascading" hires. It was stressed there will be great internal staff qualified

to take these positions as they are replaced. The command staff is always in communication, sharing and building leadership skills.

Next Meeting Dates: The next meeting had already been set for 10/2/19 at the Emergency Management office at 8:15 a.m. The date was set for the November meeting at the Sheriff's Office at 8:15 a.m. on 11/13/19.

Travel Requests: Sheriff Joski requested for Sheriff's Assistants Mary Berkovitz and Angie Mueller to attend the WI Sheriff's Administrative Assistants Conference in Green Lake, WI on September 19 and 20, 2019. Scott Jahnke made the motion to approve this travel request, and a second was made by Doug Doell. Motion carried.

Tracy Nollenberg did not have any travel requests.

Chairperson's Comments: None.

Other Matters as Authorized by Law: Tracy Nollenberg reminded the committee that the United States Nuclear Regulatory Commission (NRC) has scheduled the Kewaunee Nuclear Energy Innovation and Modernization Act meeting to help identify best practices and establish a local community advisory board. This NRC sponsored meeting is on September 24th at the Carlton Town Hall from 6:00 to 9:00 p.m. to share updates on the decommissioning nuclear plant. All are invited.

Adjourned: Scott Jahnke made the motion to adjourn, and it was seconded by Doug Doell. Meeting adjourned at 10:08 a.m.

Minutes provided by:
Recording Secretary, Mary Berkovitz