

PUBLIC SAFETY & JUSTICE COMMITTEE MINUTES

The Public Safety & Justice Committee meeting was held on August 12, 2020

- CALLED TO ORDER** John Mastalir called meeting to order at 8:15 am
- ROLL CALL** Committee members present: John Mastalir, Scott Jahnke, Joe Lukes, Doug Doell, Doak Baker
Others present: Dan Olson, Chief Deputy David Cornelius, Emergency Management Director Tracy Nollenberg, Lt Chris VanErem
- APPROVE AGENDA** Doak Baker made the motion to approve the agenda with the change for Septembers meeting date changed from the 9th to the 8th. Scott Jahnke seconded. Motion carried.
- APPROVE MINUTES** Joe Lukes motioned to approve minutes from July 8, 2020 meeting with the change to the September meeting date moved from the 9th to the 8th, Doak Baker seconded motion. Motion carried.
- PUBLIC COMMENT** No public comments at this time
- JUSTICE REPORTS** No Justice Reports
- EMERGENCY MGMT** **Review 2020 Budget:** Everything is on course. Went over the change in office personnel and how that changed the expense lines in the Emergency Planning Right-to-Know Act accounts. Joe Lukes asked about the Temporary Wages listed in the budget. Tracy explained it is put there for if an event occurs in Kewaunee County in which non-county employees help in the Emergency Operations Center there is funds to pay them.
- Review upcoming training/exercise events:** Senior Officials Workshop for All-Hazards Preparedness scheduled for August 18 at the Fairgrounds Facility has been canceled. August 20th there will be Reception Center workshop. This, too, will follow social distancing to the best of our abilities. Kewaunee County is required to annually do Radiological Emergency Preparedness trainings. This year's annual office tornado drills were postponed due to COVID-19, on July 20 held a Communication Drill using Rave the Emergency Notification System and individual lists we have established for office notifications. Only a few persons did not receive the notification.
- Update on sirens:** No change.
- Overview of tasks relating to COVID-19:** Hold monthly Virtual EOC briefings. Will continue with the monthly Personal Protective Equipment (PPE) distribution. Continue to submit the Mortuary Survey 3x a week to the State on deaths/COVID-19 confirmed deaths, PPE status for the coroner and funeral homes here in Kewaunee County. Our office continues to be of support to Public Health with the Public Health Emergency Declaration as it puts Public Health as the lead agency in this event. Our office reached out and received some Hand Sanitizer Spray for the county offices. All the supplies have been collected and will be reaching out to other departments to help with the bottling process. The PPE task force also continues to meet once a month to disperse PPE to our front line responders. This PPE is given to the county by the state which is requested and not purchased by our department.
- Battery Donation:** Our office received a donation of Duracell Batteries via National VOAD (Voluntary Organization Active in Disasters) as they were offering millions of batteries from their excess

inventory stock. This has been shared with our front line responders and then our other county departments

SHERIFF'S DEPT

Review 2020 Budget to date: The Sheriff's Budget for 2020 is on track currently on the line items. The areas of concern are on the revenue side due to COVID-19. The revenues lost can be made up in the areas of the line items such as Inmate Housing, Food Services, Gas and Wages. The Chief Deputy meet with finance director to review the Budget for the Finance Meeting on Friday, August 14, 2020 on the concerns of the lost revenue and areas in the budget that we can make up for the lost revenue. Chief Deputy was questioned on the Covid-19 work schedule, 7 on 7 off and if this is something that could be moved to in the future. Per Chief Deputy it was good for maintaining the budget and safety concerns but not for employee's lifestyles outside of work.

Review of overtime by category: Open shifts has gone up due to vacation requests coming in. Many people did not use vacation during the Covid-19 shut down so they are getting their request in now. There was also training for the Jailers.

Update on Facility Improvement Study Committee/Inmate Census Report: No Comment on the Facility Improvement Project as it is on the next full board agenda. Inmate Census is up to 18/20 daily inmates (down from last year at 33/34 daily). Huber inmates are all at home and will be on home monitor instead. No inmates that were seen as a flight risk or danger to the community were put on Huber during the Covid-19 shut down. A few inmates out on probation have come back into the system with the probation office being closed at this time and not doing the in person meetings. 9-1-1 hang up calls are at a high right now and so the Sheriff Department has made some slight changes to how they respond to those calls.

Staffing Update: All officers and staff are back to duty from FMLA leave. The Department has one officer that is Overseas on deployment with the Military for approximately 400 days that started in May 2020. The new Deputies, Deputy Marc Ristow and Deputy Hailey Wolf are doing well on their FTO Program. Chief Deputy David Cornelius has put in his retirement notice set for January 23rd, 2021. The Sheriff's Department would like to start the hiring process to replace Chief Deputy position along with the other promotions and hiring needed to replace staff within the department caused by the large amount of movement this will cause in the department rank and structure. **Please see Approved Posting for Chief Deputy Position & Subsequent vacancies.**

Part Time Employment "Side Work" review language with possible action: The wording was changed in this, as the contract is with the county and the union and not with the Sheriff. So, if an officer is employed part-time in other municipalities that municipality is to hold the responsibility for the officer for work related incident that occur for that employer. A motion was made to move this to the executive committee. The motion was made by Scott Jahnke and seconded by Doug Doell. Motion Carried.

Approve Posting for Chief Deputy Position & Subsequent vacancies: They would like to post for the job now instead of waiting and then trying to replace not only the Chief Deputy but possibly whomever would take the job if hired internally. Joe Lukes motioned to approve posting for the position and Doak Baker seconded. Motion Carried.

Other info:

NEXT MEETING The next meeting date is set for Sept 8, 2020 at 8:15 am at the Administration Building – County Board Room, Kewaunee. The October meeting date is scheduled for Oct 14, 2020 at 8:15 am at the Administration Building – County Board Room, Kewaunee.

TRAVEL REQUESTS **Sheriff's Dept:** none
Emergency Mgmt.: none

CHAIRPERSON'S COMMENTS Joe Mastalir wanted to Thank everyone for being a part of today's meeting and to thank Chase for taking the meeting minutes.

ADJOURN Motion to adjourn by Scott Jahnke; seconded by Doug Doell. Adjourned at 9:01 am

Respectfully submitted by
Chase Pagel