

Kewaunee County Public Safety & Justice Committee Minutes

The Public Safety & Justice Committee meeting was held on January 12, 2022 in the County Board Room, at the Kewaunee County Administration Building.

Call to Order: John Mastalir called the meeting to order at 8:16am.

Members Present: John Mastalir, Joe Lukes, Doak Baker and Scott Jahnke, Emergency Management Director Tracy Nollenberg and Sheriff Matt Joski. Chief Deputy Jason Veaser and Doug Doell was excused.

Approve Agenda: Motion to approve the agenda was made by Doak Baker, and Joe Lukes seconded that motion. Motion carried.

Approve Minutes: Motion to approve the minutes of December 8, 2021 was made by Scott Jahnke and Doak Baker seconded that motion. Motion carried.

Public Comment: No Public comment.

Agenda:

Emergency Management:

- a. **Review of the 2021 Budget to date:** Director Nollenberg discussed the budget for November 2021. She had submitted a computer grant reimbursement to the State that she is still waiting for. Also with the Clean Sweep Grant she is waiting on an invoice from the entity that we contract with for disposal to submit the grant to DATCP for reimbursement. Director Nollenberg stated she contacted them 3 times with no response. She did need to file for an extension and received 45 days.

- b. **Review Upcoming Training/Exercise:** Director Nollenberg is having a Damage Assessment Workshop at the end of the month for Municipalities and emergency responders to attend. The purpose of this workshop is in the event of a disaster we have people spread throughout the county that can come and help assess any damage. This helps with reporting damages, after a weather incident, to the state. Director Nollenberg stated that last year she completed three departments with their COOP & COG (Continuity of Operations Plans/Continuity of Government) updates and reviews. One of them being a new COOP & COG plan. This year we will be working on some additional as well as continuing every year renewing everyone's plan. Director Nollenberg also said that later this month she will be holding a planning meeting for a hazmat type incident exercise to be held later this spring. Director Nollenberg said that right now the office is working on Tier II reports. These are for facilities here in the county that have to report their facility chemicals to the State of Wisconsin. These reports are due by the end of February. With these reports we put

information together to for the Sheriff's Department, responding fire department and hazmat team. All of our Off-Site Facility plans have been sent out and our office is just waiting to get back the last three. These are facilities that have extremely hazardous chemicals at their location. Our office did do a tour of one of the facilities.

- c. Update on Sirens: No update at this time.

- d. Severe Weather from Dec. 15 through Dec. 16: Director Nollenberg said that during that timeframe, National Weather Service (NWS), looking at some severe weather that was coming through the State of Wisconsin with extremely high winds. Our office did monitor the weather until 11:30pm in the event that there were wide spread power outages or a lot of damage that may have gone on. Director Nollenberg got a list of power outages and trees down from Lt. VanErem to do the requested report to the State regarding any damages to our county.
Director Nollenberg mentioned that last week the state sent out an email to all Emergency Management and Public Health personnel about a onetime PPE distribution. It was for KN95 and N95 for first responders and possible community needs. Director Nollenberg will send this request to the state.
Joe Lukes made a comment about WPS and power-lines being down. He stated that in the past, but recently two instances where high winds went through and there were trees on the powers lines, the fire department was called because the lines were down before WPS could get there and they wanted to make sure no one would get on those lines. Lukes stated that when that happens, WPS will not pay the bill for the fire response, so the town ends up paying it. Yes, it happened in our town but this is not our equipment. Director Nollenberg said that when something like that happens in the future Lukes may want to do a disaster declaration, as we might be able to apply for Wisconsin Disaster Fund (WDF) assistance form the State. John Mastalir said that Joe Lukes may want to run this by his legal counsel also to find out what else can be done.

Sheriff's Office:

- a. Review 2021 Budget to date (December 2021): Sheriff Joski stated that the budget he will be talking about is actually for November 2021. Looking at the Expenditure Report the benchmark was 89.83%, payroll was 88.85% and we were at 88% so we are right where we want to be. Sheriff Joski received an email from the finance director about the year winding down and with payrolls completed for the end of the year that there will be \$37,000 remaining. There are a couple small bills that are coming in so we are potentially looking at the \$20,000 mark. This is very tight on a 4-million-dollar budget. Sheriff Joski said that we are looking solid closing out the 2021 year and looking to do the same in 2022.

- b. Staffing Update: Sheriff Joski stated that Investigator Steve Haen is retiring Friday January 14, 2022. With his departure Eric Zellner will be taking over his Investigator position. Eric was already an investigator but more with drugs, now he will take over general investigation. Jordan Salentine will be taking the drug investigation spot which will open up a patrol position. Sheriff Joski said on the flip side, we have two new employees starting this month. When they are trained we still have two applicants that we can pull from to train to fill vacant positions.

- c. Review of overtime by category: Sheriff Joski stated that with these departments being in operation 24/7 there are issues contributing to overtime. The contributing factors in 2021 were but not limited to 2 positions down in jail, 1 person on Military leave, School Liaison Officer out on FMLA, Patrol position down due to job-related injury, off duty knee injury, Investigator out on FMLA, Patrol position FMLA for sick family member, Patrol position due to paternity leave, Covid 4 people, FMLA off duty surgery and hand issues, FMLA off duty surgery and 3 end of the year positions down. These are all the various dynamics that lead to overtime. Sheriff Joski stated that in 2021 we had 726 days of overtime but with the ability to move things around we were able to absorb it, capture it and mitigate it without blowing our budget through the roof. That's to the credit of Lt Pieschek, Lt VanErem and Chief Deputy Veeseer who meet every morning to discuss what is going on and with their creative thinking rearrange schedules. Through the balance of budget and public safety we are able to move things around.

- d. Update on Jail Study Process: Sheriff Joski handed out a list with the jail counts. Right now there are just under 30 inmates. With operating at this time without a full time Judge the adjudication's, hearings and sentencing are not being set down because the court isn't fully functioning. Once we get a full time Judge we will start to see this count going up and we will be back on track. Sheriff Joski brought the most recent version of the new jail plans. There is a meeting on Friday where we hope to have an accepted floor plan. Things are moving forward but there is still a lot of work to do and we have to have faith in our community to work with us along the way. Sheriff Joski said that doing nothing is not an option and showing the community that we are refining this project and being as diligent as we are to keep this project moving forward.

- e. Recognition of Investigator Steve Haen: Sheriff Joski said that there will be a recognition of Investigator Steve Haen this Friday on his last day. He was born here in Kewaunee County on Valley Road, he attended NWTC in 1987 and 1988. He started with the County in 1989 as a reserve deputy. He has pretty much held all positions from jailer, dispatch, patrol and has been in investigations for about 20 years. He has truly been one of our best. Steve's knack was evidence and he loved it. He was our evidence technician, oversaw our evidence room because there is a lot of reporting that needs to be done for State and Federal that we hold for any given cases. There will be a get together Friday and then we will escort him out of town.

- f. Review 2022 Goals: Sheriff Joski said that we have a lot of new staff from the turnover and he would like to focus on leadership. We are going to hold some Law Enforcement specific leadership training. Sheriff Joski also informed us that he would like to get the drain in the evidence building and he would like to do some Community outreach. We do this now but want to make sure that we are staying on top of this.

Next Meeting Dates: The next meeting had been set for February 9, 2022 at the Administration Building in the County Board meeting room at 8:15am. The proposed date for March 8, 2022 continuing at the Admin Building at 8:15a.m.

Travel Requests: No travel requests.

Chairperson's Comments: Chairperson John Mastalir thanked Sheriff Joski and Director Nollenberg very much.

Adjourned: Doak Baker made the motion to adjourn, and Scott Jahnke seconded the motion. Meeting adjourned at 8:57am.

Minutes provided by: Kim Selner