

Kewaunee County Public Safety & Justice Committee Minutes

The Public Safety & Justice Committee meeting was held on December 11, 2024 in Conference Room #131 at the Kewaunee County Fair Grounds.

Call to Order: Chairman Doak Baker called the meeting to order at 8:01am.

Members Present: Chairman Doak Baker, Scott Browne, Joe Lukes, Wendy Shelton, Emergency Management Director Tracy Nollenberg, Sheriff Matt Joski and Chief Deputy Jason Veaser. Paul Zeitler, Greg Gabriel and Milt Swagel were also present. Scott Jahnke was excused.

Approve Agenda and Previous Month Meeting Minutes: Motion to approve the agenda and minutes from the November 13, 2024 meeting was made by Wendy Shelton and Joe Lukes seconded that motion. Motion carried.

Public Comment: None

Justice Reports: None

Agenda:

Emergency Management:

- a. **Review 2024 Budget to date:** Director Nollenberg asked is there where any questions on budget to date. There were no questions.
- b. **Review upcoming training/exercise:** Director Nollenberg shared that on Nov. 13, 2024 she held a Family Assistance Center Interactive Table Top Exercise with Kewaunee County, our consultant is working on the after action report. The next Table Top will be held in February with Kewaunee County Human Services and Public Health. Director Nollenberg is also working on a Family Assistance Center Plan with the Incident Management Team(IMT). She went to a table top exercise on that December 4th. The plan for the IMT is more of a template so they can report as requested with possible roles established. Director Nollenberg attended an Emergency Drinking Water Workshop in Madison with a focus on municipality water. They had different counties, state and utility representation at the workshop. Wisconsin Emergency Management wants to work on an Emergency Drinking Water Plan. Director Nollenberg and Kim attended a Modular Emergency Response Radiological Transportation Training. This focused on using radiological equipment and tools. We learned how and where to take readings on vehicles and packages, how to read signs and take readings on vehicles that are in an accident which may be transporting materials containing radiation. Director Nollenberg held a Local Emergency Management meeting, one of the four municipalities attended. County Emergency Management serves as Local Emergency Management for all Township, just not for the cities and villages as they have individuals appointed. Kim attended a 3-day PIO (Public Information Officer) training held in Brown County. Director Nollenberg took part in a NARS/EAL (Nuclear Accident Reporting System/Emergency Action Level) training held by Point Beach Nuclear Plant. There are a lot of persons not familiar with the reports that come from Point Beach Nuclear Plant so we are reviewing different levels, and different codes and how they are generated. Director Nollenberg held an IPPW (Integrative Preparedness Plan Workshop) on December 5th, this is required in our Plan of Work and the input is valuable to our Integrative Preparedness Plan that covers a 3-year period on an All Community approach. Discussed were Planning needs, working/organization needs, working/Equipment needs, upcoming purchases/Trainings (being held or need to be held, Exercises (scheduled or need to be scheduled).
Director Nollenberg and Kim attended a PIO Workshop scheduled by and held in Brown County on December 9th. This was a workshop that Brown County put together to form a group in the event something goes on in a community. On December 10th Director Nollenberg scheduled a Stop the Bleed training for the County Employees 8 people attended.
Director Nollenberg shared that there is an Initial Planning Meeting coming up next week for the Point Beach Nuclear Plant Exercise that is being held next year.

c. **Grants**

- a. **Emergency Performance Management Grant (EMPG)** – All 2024 Plan of work Requirements must be completed by December 31, 2024, we are on track.
 - b. **Emergency Planning Community Right-to-Know Act (EPCRA) Grant** – All 2024 Plan of Work Requirements must be completed by December 31, 2024, we are on track. Director Nollenberg stated that under LEPC (Local Emergency Planning Committee) starting January 1st, the state has increased fees for the facilities that have hazardous chemicals. These fees are paid by the facilities to the state and the fees are based on the amount of hazardous chemicals they have on site.
 - c. **EPCRA Computer and Hazmat Grant** – Submitted grant reimbursement on December 10, 2024.
 - d. **Homeland Security** – Held first table top exercise on this grant November 13, 2024. This is using a portion of that grant and we do have another table top exercise coming up in February.
 - e. **Building Resilient Infrastructure and Communities (BRIC)** – Director Nollenberg was sent the Appendix D & E for review. Appendix D covers what was in the plan before and Appendix E is moving forward with any Hazard Mitigation that was discussed or new items that were brought up. That is complete and they are now collecting final Natural and Man-Made Disaster Concerns Survey and Road Survey. Correction on due date is to have FEMA approved plan by March 2025. Need to be able to keep a FEMA-Approved Hazard Mitigation Plan which is crucial for counties because it allows them to access federal funding for disaster mitigation projects.
 - f. **Agricultural, Household Hazardous Waste & Dry Pharmaceutical Grant** – Recently Received Clean Sweep 2024 reimbursement.
 - g. **Hazardous Materials Emergency Preparedness (HMEP) Grand Core & Specialized HazMat Training** – Those dates have been set. Original January date has been changed to February due to a scheduling conflict with the trainer.
- d. **Outreach** - We posted some holiday safety preparedness tips, travel kits and fall clean up in November social media. Director Nollenberg also said that she had Mass Emergency Notification Information inserted with the Tax bills going out. December we will be posting more holiday safety tips, traveling tips, 511 app information, snow squall information and shoveling tips. Lukes asked if we send out weather notifications on cell phones and Direct Nollenberg said that comes from National Weather Service. When it comes to certain warnings such as tornado, snow squall and other related weather events National Weather Service will automatically send these out through the Integrated Public Alert and Warning System (IPAWS) within those regions.
- e. **Plan updates**
- a. **Hazard Mitigation Plan** – BRIC (Building Resilience and Infrastructure and Communities) grant that is being worked on.
 - b. **Reception Center Plan** – After the new year we will be working on any plan updates.
 - c. **Off-site Facility Plans** – All 18 of these plans have been uploaded to WHOPRS (Wisconsin Hazmat Online Planning and Reporting System).
 - d. **Kewaunee County Countywide Strategic Plan** – due by Dec. 31, 2024 – this plan is completed and was uploaded December 10, 2024. This is needed to apply for the Computer Hazmat Grant next year.
 - e. **EOP (Emergency Operations Plan)** – Nothing new to report.
 - f. **MOU's (Memorandum of Understanding)** – Director Nollenberg stated that she has updated these MOU's for Transportation with Algoma School District, we will be discontinuing our MOU with Dworak Bus when the contract ends June 2025. We are waiting to hear back from Luxemburg Casco, this MOU has to go through their school board. The MOU was reviewed and updated by Stodolas IGA. The MOU with American Red Cross was not updated as they will automatically come to help when requested.
- f. **Director's Report** – Director Nollenberg coordinated a Tour of the JIC (Joint Information Center) for our Brown/Kewaunee ARES (Amateur Radio Emergency Service) members as they do have a station at the EOC (Emergency Operations Center) and the JIC. Discussed potential request of permanent radio at JIC.

In January, Tier II Reports will start to come in. This is an annual chemical storage inventory report to inform state and local officials, including fire and first responders with information about hazardous chemicals stored at the facility and the dangers they pose. Our office will print these reports and get them to the entities who need them.

Continuity of Operations Plan/Continuity of Government – Altogether there are 22 plans and 12 of those have been reviewed and updated. Four plans are new and we are working on getting meetings scheduled to go over them. Chairman Baker asked what these plans are. Director Nollenberg explained that these plans are for continued work in the event there is an incident where you can't work out of your usual facility and need to work out of another facility. These plans coordinate what the requirements are you need to work, who your vendors are and what you will need to function to continue to work from an alternate location.

Director Nollenberg shared that on Aug. 27th, when we had the bad weather, 3 municipalities put in a request for Wisconsin Disaster Funding. Then in June we had one township that requested Wisconsin Disaster Funding. Of those 4, Director Nollenberg was made aware that 3 have been eligible for assistance or reimbursement through the Wisconsin Disaster Fund. These include the Town of Ahnapee, Town of Franklin and Town of West Kewaunee. As we are eligible for reimbursement there currently are no funds to be given. Director Nollenberg stated that her understanding of this is that when funds do become available they will go back and give it to the eligible entities first.

We did have some issues with Rave, this is our mass emergency notification system. Director Nollenberg reached out to Rave and has heard that they have the issue fixed. Director Nollenberg will contact some people who are on the system to test it to make sure it is not showing up as a spam message.

Director Nollenberg and Kim conducted a poll at an outreach activities on how people stay informed on what is going on in the county. Most of the people said they get their information from TV. Some tune into the radio, check social media or read the local newspaper.

Sheriff's Office:

- a. **Review 2024 Budget to date** – Sheriff Joski said they are still working off October spreadsheet. The November spreadsheet should come out in the next day or two. No changes that they can see.
- b. **Staffing update** - Dan DePas and Mitch LeGrave are both doing well. They are currently in training and Sheriff Joski is very impressed. Our recruitment efforts still continue. Hailee Jandrin and Ryan Vandermoss were out at NWTC getting some good responses and some interest in the department. Sheriff Joski is getting quotes on billboards that were discussed. Sheriff Joski said they are starting to work with the company to get the laid out, formatting and information so they can get a pricing quote to bring them for approval.
- c. **Review of overtime by category** - Chief Deputy Veaser said there are no big changes. The overtime has actually been down a little bit. It goes by who takes vacation. We are still one person down on patrol. The jail is fully staffed but two of those people are in training. We are looking for a court security person. Possibly hiring some retired police officers for the court security position until someone is hired permanently. Right now we are down a total of 3 people and 1 for court security. Sheriff Joski said that the court security position was posted and one person applied for it. The department is working to see if this is a good fit. The Jail Sargent position was just posted and they are getting some internal applicants for that. Chief Deputy Veaser explained the hiring process. There was also a discussion about this process along with different facilities throughout the state, how to recruit individuals to get them to apply and how to retain these employees.
Chief Deputy Veaser handed out the jail inmate list. This is taken the first workday of the month. We are down to 24 total inmates, these include the inmates being housed in different counties and inmates that are on home monitoring. Discussion about Huber by Sheriff Joski on how this works and that the judge is the one who dictates that.
- d. **Update on Jail** – Greg Gabriel spoke on the jail roof. The last committee meeting they asked to get some quotes. Greg reached out to five companies for quotes and four of the five got back to him. Three of these companies came out and took a look at the roof. Greg explained what the roof consists of now. The

companies took a core sample and it was 4 and a half inches thick all together. He shared a picture to help explain this. Doak asked if they checked for asbestos. Greg did not know but does not believe there is any in it. He also said that the companies would most likely test the samples. Greg also asked contractors about doing the work in winter and they said winter work should not be a problem. One or two contractors said they could do it right away. We do need to have the contractors put out quotes. They did meet on Monday and they will draw up a proposal so the process is moving forward. Joe Lukes asked about putting a pitched roof on and Greg said that is a whole different process and quotes and it would be much more expensive but he will look into that and have the contractors quote that as well so the decision can be made. A brief discussion was held about the roof.

- e. **Travel/Training** – Chief Deputy Veerer said in January they have MILO training coming to Kewaunee. This is a computer operated simulated training that we borrow from our insurance company. This utilizes what appear to be real guns that use air to eject on (not bullets) and corresponds with a screen on the wall so it is interactive. Our trainers can go on and pick different scenarios for officers to go through. This really helps officers communicate and listen to the situation to make good decisions. This training includes searching buildings at night, domestic situations, how to talk to a suspect, etc. There are different outcomes that the trainer can pick so the officers don't see what is coming and can react to an unexpected threat. Wendy Shelton asked if there is stress and noise with this computer? Chief Deputy Veerer said, yes, this computer system creates the same environmental stress, whether it be noise or silence, with a flashing light bar behind you to simulate patrol car light and the room is set up with the mood that you are in that situation that is happening on the screen. Hailee Jandrin put out training for the WRAP, this is a piece of equipment (like a chair with belts) that you can get an inmate in very quickly, restrain them and then you have the ability to carry them out. These are used for an inmate who is out of control and there is a threat of self-harm or harm to others.
- f. **Department Spotlight** – Shop-With-A-Cop Program – Sheriff Joski shared this will be held Saturday, December 14th. There are 15 kids, from all three school districts, paired up with 15 officers. They meet at the Fairground Expo Hall in Luxemburg then head to Aissen Tree farm to pick out an ornament and meet with Santa. After that they are off to Target East to shop, and then go back to the Fairground Expo Hall for lunch and to wrap their gifts. These kids do not shop for themselves, they shop for their families, also getting household items that are needed. The teachers pick out the children based on what they know and what families could use assistance. Chief Deputy Veerer said that this is a very rewarding program to be involved in and volunteer for. Each child usually gets approximately \$350 to \$400. All of this money comes from donations. You can donate through Kewaunee County Shop-With-A-Cop Program.

Next Meeting Dates: The next meeting had been set for January 8, 2024 @ Kewaunee – Conference Room @ 8:00 AM. Propose February 12, 2025 @Kewaunee – Conference Room @ 8:00 AM

Such Other Matters As Authorized By Law - none

Chairperson's Comments: - none

Adjourned: Joe Lukes made the motion to adjourn, and Wendy Shelton seconded the motion. Meeting adjourned at 8:57 am.

Minutes Respectfully provided by Kim Selner