

**Kewaunee County Public Safety & Justice Committee Minutes
October 14, 2020**

The Public Safety & Justice Committee meeting was held on October 14, 2020 in the County Board Room, at the Kewaunee County Administration Building.

Call to Order: John Mastalir called the meeting to order at 8:15 a.m.

Members Present: John Mastalir, Joe Lukes, Doak Baker, Doug Doell, and Scott Jahnke. EOC Director Tracy Nollenberg, Sheriff Matt Joski, and Chief Deputy David Cornelius. Kewaunee County Board Chair, Daniel Olsen

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

Approve Minutes: Motion to approve the minutes of September 8, 2020 was made by Joe Lukes. Doak Baker seconded the motion. Motion carried.

Public Comment: No public comment.

Agenda:

Justice Reports: None.

Emergency Management:

- a. Review of 2020 Budget to date: Director Nollenberg reports their budget is on schedule. She did note that they did receive a distribution check from 2019 for about \$2,000. This is redistributed monies that were not used, and those monies go back into a fund and get redistributed .
- b. Review Upcoming Training/Exercises: Nollenberg continues to do virtual EOC briefs every 2nd Tuesday of the month. She has participants sign in to WebEOC to have a log/documentation of those involved to report to the state if asked.
- c. Update on Sirens: Nollenberg recently received an email from WPS regarding the maintenance on the sirens in Kewaunee County. As noted previously, there are 18 total sirens in Kewaunee County. Two are in the city of Algoma, two in Luxemburg village, one in Casco village. Of the 13 remaining, Point Beach Nuclear owns eight of them. There are still five which ownership is unknown, and they are in need of some maintenance on them. It was reported when Point Beach did the maintenance on the five, there are dead batteries in some of them, and it is unknown who is responsible for replacing those batteries. Point Beach informed they will not be paying for any of the maintenance, and offering ownership of the sirens to the municipalities where the sirens are located, or outside parties, if not wanted by the municipalities when that time comes. Nollenberg reminded us that by the end of the year (2020), Point Beach is hopeful to no longer be using the sirens and will be using IPAWS (Integrated Public Alert

Warning System) as their primary means of notification to the residents residing in the 10 mile Emergency Planning Zone. Once IPAWS becomes primary, this will allow Point Beach to not have to maintain the outdoor alerting warning system for primary notification. The existing sirens will only be used in Kewaunee County for tornado warnings. There was a brief discussion on the ownership/maintenance if the municipalities did take over the ownership from Point Beach.

- d. Brief on COVID-19: Emergency Management continues monthly to get out PPE to first responders etc. Also, three times a week Nollenberg completes a Mortuary Report to the state. To complete this report, Nollenberg is in contact with the Coroner and the county funeral homes to inquire how many deaths were reported in the last 24 hours, and if any are COVID-19 related deaths. She also checks on their PPE status with each at that time. This report gives situational awareness to the Mortuary Team about activities in our county.
- e. Clean Sweep 2020 & 2021: Nollenberg is waiting on the final costs for the 2020 Clean Sweep to close out this year. She has chosen the date of October 30, 2021 for next year, even though we have not been approved for the grant in 2021. We should find out sometime in December if we have been approved.

Sheriff's Office:

- a. Review of 2020 Budget to date: Sheriff Joski stated the sheriff's office budget is tracking on schedule. There currently is an excess in Board of Prisoners, where only 4.89% of that budget has been used in 2020 thus far. This is mainly due to COVID-19. Also, training expenses are down due to the pandemic. In the Jail, the household/janitorial supplies are at 713.02% which is also Covid related, but these expenses will be funded by the state. In outlay, we had to replace a squad camera system that went down, and was approximately \$5,000 to replace. Joski will be doing budget transfer requests for this expense.
- b. Review of Overtime by Category: Chief Deputy Cornelius reported department overtime has increased this past month due to public health issues in the jail and on the patrol shifts. This affected 77 days/shifts for jail personnel and 37 for patrol. Cornelius pointed out despite the issues with Covid the open shifts overtime at this time is at 381 hours, compared to 475 hours in 2019 and 820 hours in 2018. He credits this to the new schedules and the staff. The scheduled overtime which was at 750.75 hours in 2018 at this same time, is down to 59.75 hours this year. One of the main issues right now is working around the public health issues which has people out, and scheduling vacations that need to be "used" up.
- c. Update on Facility Improvement Study Committee: Sheriff Joski reports the study committee is waiting for John Kane to report back with the stripped down version of Option 7 which was requested by the county board before they continue. Joski stated the committee needs the new numbers and estimates from Kane before the plan continues. Doak Baker asked if a budget could be formed for the new facility with information that is available, including staffing costs etc. He asked for a budget with as many "lines" filled in as possible at this time, as there is no budget talk in the facility committee and only "ongoing building costs". Joski stated he believes we have to lean

- on the historical value from John Kane to determine what a budget would look like. County Board Chair, Daniel Olsen also stated we have to keep staffing changes in mind.
- d. **Staffing Update:** Sheriff Joski shared the eligibility list posting received 13 applicants, and said the quantity is low, but the quality of the applicants in briefly looking them over, looks good. The department currently has two openings to fill, as we had a resignation by one of our latest hires. Joski would like to see us condense the time line to hire, as these vacancies do cause overtime in the schedules. Joski shared the deadline for the Chief Deputy posting is October 16th. Even with COVID issues the department is “holding our own” staffing the shifts. Joe Lukes asked about the school liaison position in the Luxemburg-Casco School District and if there were any issues with the high school and middle school going virtual. Cornelius explained the LC School District has signed and approved the side letter to their contract regarding these situations, and the liaison officer has remained at the schools, with her duties focused more on making sure students are keeping up and not truant, due to the virtual learning. LCSD continues to pay for these services, and the revenue is in place.
 - e. **Update regarding impact of COVID-19 on Sheriff’s Department operations:** This was covered in overtime review and staffing review.
 - f. **Update on DOJ Grant Submission (Coronavirus Emergency Supplemental Funds):** This is a \$58,000 grant for agencies that originally didn’t qualify, and for expenses in response to the Covid-19 pandemic. Sheriff Joski reports a UV disinfectant unit, which covers about a 750 square foot area was purchased for about \$40,000. This unit is a dry method disinfecting unit versus the mist process currently in use. It will mostly be used in the jail cell area, but it can be used in other offices and smaller areas. Also purchased with these grant funds was a Porta Count Respirator Fit tester (test used to make sure the N95 masks are fitted properly) machine. This machine eliminates the hooded test where smells were sprayed under the hood. The cost of this was approximately \$14,000. The remaining funds were used on additional PPE, such as masks, gloves, etc.

Doak Baker did inquire about the Next Gen 911 grant and when we will be getting the grant monies. Sheriff Joski stated Lt. VanErem, who has been in charge of strictly monitoring this project, is in close contact with Motorola who is doing the change-over. It was explained once we pay our share, the grant monies will be paid to us. The monies are expected to be paid in early 2021. The project must be totally completed by June 21, 2021, but we are ahead of schedule and it is estimated to be complete in the first quarter of 2021. This is a stand-alone line item.

Next Meeting Dates: The next meeting had been set for November 11, 2020 at the Administration Building in the County Board meeting room at 8:15 a.m. The proposed date for December is December 9, continuing at the Admin Building at 8:15 a.m.

Travel Requests: There were no travel requests by either Emergency Management or the Sheriff’s Department.

Chairperson's Comments: John Mastalir asked for clarification when the NextGen 911 project will be completed. It was stated it is expected to have all of the transition done in the first quarter of 2021. No downtime is expected, and no interruption of 911 service is expected. It was explained the switch over to the new equipment will take place on a Wednesday, and that way the company (Motorola) has Thursday and Friday to work out any quirks. Mastalir asked how the size of this equipment compares to what is currently in use. It was explained the new equipment is much smaller and condensed, plus the use of "the cloud" to base information saves on space too.

Other Matters as Authorized by Law: Nothing to discuss

Adjourned: Doug Doell made the motion to adjourn, and Doak Baker seconded the motion. Meeting adjourned at 8:52 a.m.

Minutes provided by:
Mary Berkovitz, Recording Secretary