

RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING
Friday, May 13, 2022

The Richland County Board of Supervisors Public Safety Committee met on Friday, May 13, 2022 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Melissa Luck and Committee members David Turk, Kerry Severson, Bob Frank, Richard McKee, Ken Rynes and Barbara Voyce. Present from the Richland County Sheriff's Department were Sheriff Clay Porter, Chief Deputy Aaron Wallace, and Amber Muckler. Also present for the meeting or a portion of the meeting was Richland County Clerk of Circuit Court Stacy Kleist, DA Jennifer Harper, Darin Gudgeon, Jenifer Laue, Clinton Langreck, Barb Scott, and Mike Day of True North.

Agenda Item #1: Call to Order: Committee Chair Luck called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for May 13, 2022 Public Safety Committee Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for May 13, 2022 Meeting: Motioned by Bob Frank to approve the agenda. 2nd to this motion by Kerry Severson. Motion passed.

Agenda Item #4: Read and Approve Minutes of the April 8, 2022 LEJC Meeting: Motion by Kerry Severson to approve the minutes as printed. 2nd to this motion by Bob Frank. Motion passed, minutes accepted.

Agenda Item #5: Elect committee Vice-Chair and Secretary: Kerry Severson nominates Bob Frank, 2nd to this motion by Melissa Luck. Motion approved to elect Bob Frank as Vice-Chair to the Public Safety Committee. Ken Rynes nominates Kerry Severson as Secretary, 2nd to this motion by Bob Frank. Motion approved to elect Kerry Severson as Secretary to the Public Safety Committee.

Agenda Item #6: Coroner Updates: Sheriff Porter gave an update for the Coroner for the month. There were 16 deaths in March and 12 deaths in April. The Coroner is still seeking 2 to 3 more people to help in the deputy coroner positions.

Agenda Item #7: Clerk of Court Update: Clerk of Court Kleist gave a brief overview of her office and the duties of her office and the court system. Kleist went over her reports with the committee members. Kleist briefly discussed the open position of the judge and she is hopeful that there will be a judge hired by sometime in June.

Agenda Item #8: Probate Updates: Jenny Laue gave a brief overview of her office, how her office interacts with the court system, the types of cases that her office deals with and aspects of her department's budget.

Agenda Item #9: District Attorney Updates: Not available for this meeting.

Agenda Item #10: Emergency Management: Director Gudgeon gave a brief overview of his department and also submitted a document giving information on his department to the committee. Gudgeon went over his budget, how his budget and department is funded, the main components of his budget and major events in the past years that have impacted his department.

Agenda Item #11: Approve monthly invoices and other Sheriff's Department reports: There was discussion about if invoices still needed to be approved during this meeting. It was an agreement of the committee to look at the invoices each month. Motion to approve paying the invoices made by Kerry Severson, 2nd to this motion by Bob Frank. Motion approved. Sheriff Porter went over his jail statistics report with the committee members. Sheriff Porter also went over the compliance checks with liquor license holders. There were 11 failures, 15 passes, 4 of the failures were repeat failures. Citations were issued for the failures and warning letters are sent out prior to the compliance checks and it gives the establishments tips of what to look for. Citations are issued to the server, not the business. Porter states that even with the 11 failures that is an improvement from prior checks.

Agenda Item #12: Review & Discussion of Ordinance 89-7: Luck stated this is an Ordinance on how hiring is done within the Sheriff's Department. Luck would like the committee members to read and review this ordinance between now and the next meeting and then questions can be asked at a future meeting. Porter stated there needs to be new wording on the state testing part of the ordinance because there is no competitive testing from the state anymore. Porter states that the department is currently down 2 positions, but according to the ordinance the department is not fully staffed and down 1 additional road position.

Agenda Item #13: BOTS Summer Traffic Enforcement Grant approval: Sheriff Porter states this is the traffic grant the department does every summer. As of right now the amount of the grant is \$10,000 all overtime hours and the state will reimburse the department 100%, and traffic enforcement is to be done on state highways. Motion to approve this summer traffic grant made by Bob Frank, 2nd to this motion by Ken Rynes. Motion approved.

Agenda Item #14: Approval to apply for a Cops hiring grant: Porter states this COPS grant is a matching grant in the amount of \$125,000 for three years and the department is eligible for this grant. Porter would like to fund the position 75% for the first, 50% for the 2nd year and 25% for the 3rd year. Porter stated he has talked to the County Administrator about this grant and funding this through the department's operational budget. The County Administrator states this item (position) will be on the list of things that the county will need to look at possibly funding during the budget process. The timeframe on this application is due June 9, 2022. Motion to approve applying for this grant but not to accept the grant if awarded made by Bob Frank, 2nd

to this motion by Ken Rynes. There was more discussion regarding this grant and funding of this grant. Motion approved.

Agenda Item #15: Approval to hire a casual Jailer/Dispatcher: Sheriff Porter discussed wanting to hire Isaac Jones as a casual Jailer/Dispatcher. Isaac is working towards his degree through Southwest Technical College. The department would sponsor him, but not pay for his schooling. He would need to be a paid employee in order to be sponsored at the academy school. Motion to approve this hire made by Kerry Severson, second to this motion by Bob Frank. Motion approved.

Agenda Item #16: Discussion regarding filling future open positions: Sheriff Porter stated this item is being looked at due to the fact that the department has retirements coming and the department would like to be able to fill open positions prior to the retirement of a current employee. The thought is to get someone training before the current employee retires which takes about 3 months to train a new employee. Currently we hire someone after the current position is vacant and then the department accrues overtime due to the open position and an untrained new position. The cost savings to the department would be a savings in overtime. Luck would like the Sheriff's Department to come back next month with the actual financial impact these retirements pose on the budget.

Agenda Item #17: Discussion on using the Sheriff's Department remaining funds from 2021: Chief Deputy Wallace talked about the money that was given back in the 2021 budget of \$163,345 and would like to possibly have some of this money given back to the employees of the Sheriff's Department to retain employees. Employees over 5 years would receive \$3000 and employees over 3 years would receive \$2000 bonus and employees over 1 year would receive \$1000 for a total of \$72,000, so the department would still be giving back money to the county. Luck stated that HHS wanted to do the same thing, she likes the concept but would like to do this county wide not just for certain departments. Luck stated that the Administrator's office is looking into this with the amounts given back to the county for a county wide either bonus or increase in wages for 2022.

Agenda Item #18: Open and approval of inmate meal bid(s): There was only one bid received from Summit Foods, who is our current food vendor. Motion to approve the bid from Summit Foods made by Bob Frank, second to this motion by Ken Rynes. Motion approved.

Agenda Item #19: Permission to see other bids for cameras in the jail: This item was skipped as this will be worked into the radio project.

Agenda Item #20: Discussion and possible approval for an MOU with the WI DNR: Sheriff Porter has a possible MOU approval with the WI DNR regarding boat availability when needed in an emergency. This MOU has been reviewed by Corporation Counsel. Personnel would have to be trained with the DNR. The boat would be stored at the fairgrounds.

Agenda Item #21: Review True North Radio Project Evaluation Report for recommendation for contract negotiations: Mike from True North went over the evaluation report with the committee members. Recommendation of 9 sites and 2

green filled sites and 4 channels for radio coverage and pull the subscriber piece out of the contract and fill it separately. Mike went over the ten year maintenance part of the contract. There was discussion and questions regarding coverage, Mike stated that the wording in the coverage should never go below 90% but should definitely stay right around the 95% coverage. Mike stated there are 2 vendors and rankings for these vendors that is documented in the evaluation report and also discussed timelines on contract approvals. Luck stated that this committee will make a decision on the contract and then it moves forward to County Board. The committee would like the vendors to present their information, so special meetings would need to be scheduled so that the project timeline can still move forward. Motion to instruct True North to set up a time for the vendors to present to the committee made by Melissa Luck, second to the motion by Kerry Severson. Motion approved.

Agenda Item #22: Discussion and approval to enter into Phase 3 with True North Consulting: This item was not presented at this meeting.

Agenda Item #23: Radio Tower Project updates: Nothing further on this item

Agenda Item #24: Mapping, Radio System & Squad Updates: Sheriff Porter went over the squad report with the committee members. Mapping – there is some mapping questions that are being looked into. Radio – There is still an issue with paging for Cazenovia but dispatch is getting around it for right now.

Agenda Item #25: Discussion and possible approval on new meeting day/time: Luck stated meetings have been held on Fridays for many years, she is open to suggestions. The agreement is to hold meeting the first Friday of the month in June at 8:30 am.

Agenda Item #26: Future agenda items:

Agenda Item #27: Adjourn; Motion by Kerry Severson to adjourn until the regular Public Safety Committee meeting. Second to this motion by Ken Rynes. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler