

# Richland County Public Safety Standing Committee

December 6, 2024

The Richland County Public Safety Standing Committee convened on Friday, December 6, 2024 in person and virtually at 8:30 AM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Vice-Chair Severson called the meeting to order at 8:34 AM.

**Roll Call:** Deputy Clerk Hege conducted roll call. Committee member(s) present: Gary Manning, Chad Cosgrove, Kerry Severson, and Julie Fleming. Committee member(s) absent: Craig Woodhouse, David Turk, and Bob Frank.

**Verification of Open Meetings Law Compliance:** Deputy Clerk Hege confirmed the meeting had been properly noticed.

**Approval Of Agenda:** Motion by Cosgrove, second by Manning to approve agenda. Motion carried and agenda declared approved.

**Approval Of Minutes From November 1, 2024 Meeting:** Motion by Cosgrove, second by Fleming to approve the November 1, 2024 minutes. Motion carried and minutes declared approved.

**Public Comment:** None.

## Reports:

- B. Coroner – Departmental Activities:** Emergency Services Director, Michael Jessen shared the Coroner’s Report on behalf of County Coroner, Mr. Rossing. For the month of November there were 8 monthly calls total. 7 were cremations and the causes of death being: 3 cancer-related, 2 heart related, 1 lung disease related, 1 injury related to a fall, and 1 suicide. The Coroner’s office is at 109 total yearly cases.
- C. Circuit Court Judge - Departmental Activities:** Richland County Circuit Court Judge, the Honorable Lisa McDougal, reported on various activities in the office of the Circuit Court Judge which included to continued search for appropriate furniture and chairs for the court and jury rooms, the kiosk/work station for the court security officer to be installed very soon, her office is working on getting a computer for said workstation so that the officer can monitor cameras as part of the new camera system, continued work to ensure the security of the courts and the courthouse in general, and announced the graduation of another participant from the Treatment Court program. Brief discussion on Treatment Court ensued. Judge McDougal highlighted the difficulty of finding certified court interpreters and briefly outlined the process involved with becoming a certified court interpreter.
- D. Clerk Of Court – Departmental Activities:** Clerk of Court, Ms. Stacy Kleist reported on various actives of the Clerk of Courts Office, including her continued work with the County Clerk of Courts Association and the ordinance project. Brief discussion ensued.
- E. Register In Probate - Departmental Activities:** Register in Probate, Ms. Jenifer Laue, reported that her office continues to be busy and is working on settling the Judge’s 2025 schedule. Ms.

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Laue told the committee that she would like a member of the County Board to attend the Court Security meetings. Brief discussion ensued. Ms. Laue also reported that her department is currently under budget and highlighted the scarcity of attorneys willing to work in the more rural counties and the difficulties it causes.

- F. District Attorney – Departmental Activities:** No one was present from the District Attorney’s Office to give report to the committee.
- A. Sheriff – Departmental Activities:** Sheriff Clay Porter presented his monthly report to the committee and gave a brief update on the annual jail inspection report. Discussion ensued. Sheriff Porter reported that his department is currently short one male dispatcher and the annual Committee Jail Inspection will take place in January. Chief Deputy Wallace read a jail staffing memo to the committee.
- G. Emergency Management – Departmental Activities:** John Heinen, Community Emergency Coordinator/Haz Planner gave report on the work he is doing for grants and have a brief update on the last LEPC meeting. Emergency Services Director, Michael Jessen reported on a recent black water leak in the county and that he is looking into the viability of a cellular based option for radio operations for Emergency Management. Brief discussion ensued.
- H. PSAP & GIS Grants:** MIS Director, Ms. Barb Scott briefly reported that the 2024 GIS grant dollars were received and the 2025 GIS grant was approved.
- I. Radio Tower Project:** Sheriff Porter reported on the overall progress being made with the radio tower project but did point out the continued issues with the Yuba tower site being back in the engineering phase. Director Scott reminded the committee members present of the Executive and Finance meeting happening following the Public Safety Committee meeting.

**Approval of Monthly Invoices:** Sheriff Porter gave a brief explanation of the monthly invoices. Brief discussion ensued. Motion by Cosgrove, second by Manning to approve the Sheriff’s Department monthly invoices. Motion carried and the monthly invoices were approved.

**Discussion & Possible Action: Approval Of The Richland County Integrated Preparedness Plan:** John Heinen handed out copies of the Richland County Integrated Preparedness Plan to those assembled and asked for their feedback. Consensus from the committee to give feedback to Mr. Heinen on the integrated preparedness plan as presented.

**Discussion & Possible Action: Opening And Selection Of Squad Car Bid(s):** Sheriff Porter received one bid from Fillback for a Ford Explorer Police Interceptor at \$45,768.50 or a Dodge Durango Pursuit vehicle at \$43,701.50. Brief discussion ensued. Motion by Manning, second by Fleming to accept the bid for the Dodge Durango Pursuit vehicle. Motion carried that the bid for the Dodge Durango Pursuit vehicle was accepted.

**Discussion & Possible Action: Approval Of A Casual Patrol Deputy Hire:** Sheriff Porter gave a brief explanation of the desire to hire Max Hougan as a casual patrol deputy. Motion by Cosgrove, second by Manning to hire Max Hougan as a casual patrol deputy. Brief discussion ensued. Motion carried and hiring Max Hougan as a casual patrol deputy was approved.

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**Correspondence:** None

**Future Agenda Items:**

Committee Jail Inspection – Sheriff Porter

**Adjourn:** Committee Vice-Chair Severson entertained a motion to adjourn. Motion by Manning, second by Fleming to adjourn. Motion carried and meeting adjourned at 9:48 AM.



Myranda H. Hege  
Deputy County Clerk