

# Richland County Public Safety Standing Committee

January 3, 2025

The Richland County Public Safety Standing Committee convened on Friday, January 3, 2025 in person and virtually at 8:30 AM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Chair Frank called the meeting to order at 8:31 AM.

**Roll Call:** Deputy Clerk Hege conducted roll call. Committee member(s) present: Craig Woodhouse, David Turk via WebEx (joined at 8:49 AM), Chad Cosgrove, Bob Frank, Kerry Severson via WebEx, and Julie Fleming. Committee member(s) absent: Gary Manning.

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

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

**Approval Of Minutes From December 6, 2024 Meeting:** Motion by Fleming, second by Cosgrove to approve December 6, 2024 minutes. Brief discussion. Motion carried and minutes declared approved.

**Public Comment:** None.

## Reports:

- A. **Sheriff – Departmental Activities:** Sheriff Porter briefly presented the Sheriff’s Monthly Report for December 2024. Sheriff Porter highlighted that the Sheriff’s Administration budget was over budget due to salaries and that Max Hougan had been hired full time. Jail Administrator Devon Rupnow briefly presented data on the 2024 jail population and Electronic Monitoring Program. Sheriff Porter presented the squad car mileage report to the committee and reported that one of the squads was being repaired for damage caused by a crash with a deer.
- B. **Coroner - Departmental Activities:** Michael Jessen, Emergency Management Director, presented the 2024 Year End Coroner’s Report on behalf of Mr. Rossing. Mr. Rossing’s report consisted of a total of 120 calls in 2024 and those included 4 suicides, 0 murders/homicides, 0 overdoses, 7 accidental deaths, and there were 0 pending cases at the end of 2024.

Supervisor Turk joined the meeting via WebEx at 8:49 AM.

- C. **Circuit Court Judge - Departmental Activities:** The Honorable Lisa McDougal, Richland County Circuit Court Judge have a brief verbal report on the activities of the Circuit Court including the progress being made with the instillation of the new security camera system, kiosk for the court security officer, a brief update on the Law Library, and the public access computer. Judge McDougal reemphasized the need for new chairs in the court room and jury rooms and Zoom capabilities in the small court room. Judge McDougal reported that she would be attending the up coming annual Court Security Conference and reminded the committee of the upcoming Criminal Justice Coordinating Committee. Judge McDougal gave the committee a brief overview of the structure and function of the Treatment Court program. Brief discussion ensued.

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- D. Clerk Of Court - Departmental Activities:** Clerk of Court, Stacy Kleist presented the end of year financial reports for the Clerk of Courts Office to the committee. Extensive discussion ensued.
- E. Register In Probate - Departmental Activities:** Deputy Register in Probate, Ms. Jennie Marroquin, briefly reported on the annual reviews project being worked on by the Register in Probate Office. Brief discussion ensued. Judge McDougal commended Ms. Marroquin on her calming presence and hard work in the office.
- F. District Attorney - Departmental Activities:** The Honorable Jennifer Harper, Richland County District Attorney reported on various departmental activities including her office getting laptops from the State, working being done on new booking and release packets, and the continued Spanish translation of documents. District Attorney Harper also reported that she is working with the state to get funding to increase the position of Assistant District Attorney to full time. District Attorney Harper emphasized the safety concerns in regards to the small court room. Discussion ensued.
- G. Emergency Management - Departmental Activities:** Emergency Services Director, Michael Jessen joined via WebEx and reported that he was very busy in December with working on grants and that the EM Department was at 89% usage of their 2024 budget. Director Jessen told the committee that he would like to make a presentation on the EM Department at either the February or March 2025 Public Safety Standing Committee meeting. Brief discussion ensued.
- H. PSAP & GIS Grants:** Sheriff Porter reported that there was nothing new. Brief discussion ensued.
- I. Radio Tower Project:** Sheriff Porter reported that the Gotham Tower has been built and the projected end period for the entire project was either June or July 2025. Brief Discussion ensued.
- J. Courthouse Security Report:** There was no update.

**Approval of Monthly Invoices:** Sheriff Porter did not provide the monthly invoices. No action taken.

**Correspondence:** None

**Future Agenda Items:**

Brief discussion on which month to have the Emergency Management Department Presentation. Director Jessen would prefer to make his presentation at the March meeting.

**Adjourn:** Committee Chair Frank entertained a motion to adjourn. Motion by Fleming, second by Woodhouse to adjourn. Motion carried and meeting adjourned at 9:44 AM.



Myranda H. Hege  
Deputy County Clerk