

Richland County Public Safety Standing Committee

Date Posted: May 30, 2025

NOTICE OF MEETING

Please be advised that the Richland County Public Safety Standing Committee will convene on Friday, June 6, 2025 at 8:30 AM in the Richland County Board Room of the Courthouse at 181 West Seminary Street, Richland Center, WI 53581.

Information for attending the meeting virtually (if available) can be found at the following link:

<https://administrator.co.richland.wi.us/minutes/public-safety-committee/>

If you have any trouble accessing the meeting, please contact MIS Support at 608-649-4371 (phone) or mis@co.richland.wi.us (email)

AGENDA

1. Call To Order
2. Roll Call
3. Verification Of Open Meetings Law Compliance
4. Approval Of Agenda
5. Approval Of Minutes From May 2, 2025 Meeting
6. Public Comment
7. Reports
 - A. Sheriff – Departmental Activities
 - B. Coroner – Departmental Activities
 - C. Circuit Court Judge – Departmental Activities
 - D. Clerk Of Court – Departmental Activities
 - E. Register In Probate – Departmental Activities
 - F. District Attorney – Departmental Activities
 - G. Emergency Management – Departmental Activities
 - H. PSAP & NG-911 Grants
 - I. Radio Tower Project
 - J. Courthouse Security Report
8. Approval Of Monthly Invoices
9. Discussion & Possible Action: Resolution Applying For And Accepting A PSAP Grant For 2026
10. Discussion & Possible Action: Resolution Applying For And Accepting A NG911 Grant For 2026
11. Correspondence
12. Future Agenda Items
13. Adjourn

Derek S. Kalish
County Clerk

Richland County Public Safety Standing Committee

May 2, 2025

The Richland County Public Safety Standing Committee convened on Friday, May 2, 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 8:30 AM.

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

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

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

Approval Of Minutes From April 4, 2025 Meeting: Motion by Cosgrove, second by Fleming to approve the April 4, 2025 minutes. Motion carried and the April 4, 2025 minutes declared approved.

Public Comment: None.

Reports:

- A. Sheriff – Departmental Activities:** Sheriff Porter briefly presented the Sheriff’s Monthly Report for April 2025. Brief discussion ensued.
- B. Coroner - Departmental Activities:** No one present.
- C. Circuit Court Judge - Departmental Activities:** Not present.
- D. Clerk Of Court - Departmental Activities:** Clerk of Court, Stacy Kleist joined via Zoom and reported on various activities in the Clerk of Courts Office including a recent water leak and thanked County Administrator Clements for her visit to the Clerk of Courts Office. Brief discussion ensued.
- E. Register In Probate - Departmental Activities:** Deputy Register in Probate, Ms. Jennie Marroquin briefly reported on the activities in the Register in Probate Office including a recent water leak that destroyed several pieces of equipment. Brief discussion ensued.
- F. District Attorney - Departmental Activities:** No one present.
- G. Emergency Management - Departmental Activities:** No one present.
- H. PSAP & NG-911 Grants:** Sheriff Porter briefly reported on the implementation of a new dispatch system. MIS Director, Jason Marshall briefly reported on the grant writing process and introduced John Couey, Assistant MIS Director. Assistant Director Couey reported that he would be

Richland County Public Safety Standing Committee

working on the NG 911 grant for 2026 and requested a second representative from the Sheriff's Department to work with him on the application. Discussion ensued.

I. Radio Tower Project: Sheriff Porter reported on his and MIS Director Marshall's opportunity to see a simulation of how the radio towers and equipment would work. Discussion ensued.

J. Courthouse Security Report: No one present.

Approval of Monthly Invoices: Sheriff Porter presented the April 2025 bills. Brief discussion ensued. Motion by Cosgrove, second by Fleming to approve the monthly invoices as presented. Motion carried and the monthly invoices were approved as presented.

Discussion: Radio Tower Project Subscriber Equipment Funding Purchase: Chair Frank gave a brief background on the subscriber equipment project. Discussion ensued. Administrator Clements briefly stated that she was working with Sheriff Porter, MIS Director Marshall, and Highway Commissioner Elder to create a process. Discussion ensued.

Discussion & Possible Action: Radio Tower Project Ongoing Maintenance Funding: Extensive discussion ensued. No action taken.

Discussion & Possible Action: Approval Of Updates Made To The Sheriff's Addendums: Sheriff Porter and Chief Deputy Aaron Wallace provided background on the Sheriff's addendum to the County Employee Handbook. Discussion ensued. Motion by Cosgrove, second by Fleming to approve the updates made to the Sheriff's addendums. Motion carried and the addendum with updates was approved and forwarded on to the Executive and Finance Standing Committee.

Correspondence: None.

Future Agenda Items: None.

Adjourn: Committee Chair Frank entertained a motion to adjourn. Motion by Fleming, second by Severson to adjourn. Motion carried and meeting adjourned at 9:13 AM.

Respectfully submitted by,



Myranda H. Hege
Deputy County Clerk

SHERIFF'S MONTHLY REPORT

RICHLAND COUNTY

MONTH OF MAY 2025

(PRESENTED AT THE JUNE 6, 2025 PUBLIC SAFETY MEETING)



	2025		
	MAR	APRIL	MAY
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$73,889.04	\$56,259.49	\$58,879.85
NUMBER OF JAIL BOOKINGS	61	60	52
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	25.85	33.72	30.51
TOTAL NUMBER OF INMATES HOUSED OUT OF COUNTY	0	0	0
MONTHLY COST OF HOUSING INMATES OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MEDICAL COST OF INMATES HOUSED OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MONTHLY COMPLAINTS	377	374	400
TRAFFIC CITATIONS ISSUED	45	33	66
TRAFFIC WARNINGS ISSUED	0	1	3
CIVIL PROCESS PAPERS SERVED	18	39	16
TRANSPORTS FOR THE MONTH	14	18	14
AVERAGE NUMBER ON ELECTRONIC MONITORING	8.00	8.00	8.00

Monthly Activity

Jail Activity:

711 calls for service
 146 calls for EMS
 138 calls for RCPD
 23 calls for RCFD

Sq year	Plate	Vin#	January	February	March	April	May	June
2018	ADY7972	JGB69005	67,400	68,015	69,025	69,980	70,312	71,418
2018	AED1287	JGB69004	82,050	82,730	83,322	84,398	84,892	85,606
2018	7755	JGB93287	66,469	68,071	68,882	70,071	71,066	72,279
2018	AST2493	JGA84720	92,215	93,752	95,224	96,658	98,110	99,720
2018	5871	JGC17213	156,424	156,424	156,500	156,500	156,500	158,093
2018	7754	JGC17212	176,684	176,695	176,700	176,700	176,700	176,700
2019	5874	KH600559	121,787	121,805	122,353	122,553	123,672	123,700
2019	AJM5933	KR808426	58,144	58,970	59,986	60,505	61,768	63,181
2019	6898	KKC42277	95,183	97,144	98,596	100,466	101,558	103,389
2019	6958	KKC42276	85,576	86,855	88,165	88,225	89,405	89,901
2020	5872	LC369759	52,989	54,816	56,773	57,913	59,035	60,406
2020	8980	LC369757	97,957	100,523	101,896	103,767	105,909	108,324
2020	9047	LC369758	91,740	93,872	95,264	97,062	98,268	99,575
2020	F2574	LC369760	110,604	110,604	111,224	114,000	115,509	118,024
2021	TM8804	MN708092	40,205	41,218	42,255	42,849	43,906	45,609
2021	5873	MGB61433	63,441	66,429	68,217	70,191	71,110	73,548
2021	9794	MGB61434	62,705	64,210	64,905	66,201	67,461	68,217
2022	E5876	NGB48221	50,534	51,377	53,020	54,239	55,428	57,081
2022	E5619	1FM5K8A B2NGB50 491	58,075	60,740	63,166	65,238	67,451	69,754
2023	E5875	PC591449	25,886	28,499	30,559	32,596	34,470	36,793
2023	E7754	PC591539	22,601	23,553	24,495	25,607	27,620	30,161
2024	AXF7591	RC139717	5,784	5,890	6,758	7,465	7,986	8,610
2024	F2890	RC139716	4,810	6,828	8,954	10,851	12,189	14,792
2025	F4081	SC521737						
2025	F4072	SC521736						

Memo

Date: Friday, June 6th, 2025

To: Public Safety Committee

From: Chief Deputy Aaron Wallace

RE: Personnel Announcements for Public Safety Committee

APPROVED BY SHERIFF AND PUBLIC SAFETY COMMITTEE

Current Sheriff's Office Staff:

Administration- 4 (Sheriff, Chief Deputy, Road Lieutenant, Jail Lieutenant)

Office administration- 2 (Office Manager, Administration assistant/typist)

Road Patrol- 15 (1 Sergeants, 1 Investigator, 13 deputies) Plan to fill one sergeant position soon.

Jail/Dispatch- 14 (2 Sergeants, 12 jailer/dispatchers)

New road deputy Hires:

Max Hougan – Start date 01/05/2025 (full time) Completed training.

Dylan Lemke – Start date 05/25/2025 (full time) Will continue to work in the jail until 06/26/25 for staffing issues.

New Jail/Dispatch Hires:

Connor Schildgen- Start date 03/30/25 (full time) Training.

Annabelle Chally – Start date 05/19/2025 (full) Training.

Ethan Jones – Start date 05/27/2025 (casual) training

Probationary Period (per Handbook/Union contract:

Max Hougan, Connor Schildgen and Annabelle Chally

Resignations/Retirements (per Richland Co Handbook):

Maria Orellana turned in her resignation letter as an employee as of 05/28/2025 and terminated her employment with Richland County.

Kevin Melby turned his resignation letter as an employee as of 03/21/2025 and terminated his employment with Richland County.

Danielle Brockway turned in her resignation letter as a full-time employee as of 02/07/2025 and switched her employment as a casual employee.

Vacant Sheriff's Office Positions:

1 male jail/dispatch

1 female jail/dispatch

Richland County Coroner's Office

Activity Report for April and May 2025

April

11 cases

Ages 40-98

1 Alzheimer's

1 RSV

1 advanced age

4 heart-related

3 cancer

1 pending toxicology

3 were on hospice

All were cremations

1 case was an autopsy- unusual circumstances and possible overdose

1 of the cases involved an individual with no known relatives. The better part of 2 days were spent making calls and following possible leads in an attempt to locate next of kin. When all avenues were exhausted, a type-written document, listing all the efforts made, was taken to the courthouse to be notarized and a cremation authorization was issued.

Richland County Coroner's Office

Activity Report for April and May 2025

May

10 cases

Ages 10-98

2 cancer deaths

2 heart-related

2 stroke related

2 are pending toxicology

1 blunt force trauma

1 disinterment

1 of the cases were on hospice

8/10 were cremations

1 was traditional burial

1 was a disinterment case where a permit from our office was required (moving an individual from one spot in the cemetery to another)

2 autopsy cases

One involved a UTV accident where fatal injuries were not discernible from an external exam

One was a case involving possible drug use, but no obvious cause of death

One of the cases in May involved an individual who was from out of state and presented some unique challenges

Richland County Coroner's Office
Activity Report for April and May 2025

We are at 62 cases for the year

We were at 51 cases at this time last year, 53 in 2023, 54 in 2022 and 40 cases 10 years ago, in 2015

I am working on getting a job description put together. I am hoping it can be posted and that it will help to secure additional staff for our office.

As always, if you have any questions or concerns, please don't hesitate to let me know.

Thank you,

Jim Rossing

Richland County Coroner



Richland County, WI

Budget Report Account Summary

For Fiscal: 2025 Period Ending: 05/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL FUND							
Revenue							
100.5120.0206.45015	REGISTER IN PROBATE - PROBAT	6,000.00	6,000.00	1,084.22	2,213.47	-3,786.53	63.11 %
100.5120.0207.45015	REGISTER IN PROBATE - CERTIF	300.00	300.00	12.00	61.00	-239.00	79.67 %
	Revenue Total:	6,300.00	6,300.00	1,096.22	2,274.47	-4,025.53	63.90%
Expense							
100.5120.0000.51011	SALARIES - REGULAR	98,644.00	98,644.00	11,373.60	41,703.20	56,940.80	57.72 %
100.5120.0000.51044	WITNESS FEES	150.00	150.00	0.00	-20.80	170.80	113.87 %
100.5120.0000.51050	SECTION 125 PLAN-CO SHARE	225.00	225.00	13.46	67.30	157.70	70.09 %
100.5120.0000.51051	FICA - COUNTY SHARE	7,546.27	7,546.27	834.93	3,026.33	4,519.94	59.90 %
100.5120.0000.51052	RETIREMENT - COUNTY SHARE	6,855.75	6,855.75	790.44	2,898.28	3,957.47	57.72 %
100.5120.0000.51053	DENTAL INSURANCE-CO SHARE	848.40	848.40	70.70	353.50	494.90	58.33 %
100.5120.0000.51054	HEALTH INSURANCE - COUNTY SH	32,622.00	32,622.00	2,715.74	13,578.70	19,043.30	58.38 %
100.5120.0000.51055	LIFE INSURANCE - COUNTY SHAR	78.60	78.60	6.71	33.55	45.05	57.32 %
100.5120.0000.51061	HEALTH INS REIMBURSEMENT DED	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100.5120.0000.52015	PSYCHOLOGICAL EVALUATION	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
100.5120.0000.52016	INTERPRETER FEES	600.00	600.00	140.00	140.00	460.00	76.67 %
100.5120.0000.52025	TELEPHONE	1,500.00	1,500.00	36.13	181.65	1,318.35	87.89 %
100.5120.0000.52051	TRANSCRIPTS	150.00	150.00	0.00	39.00	111.00	74.00 %
100.5120.0000.53011	POSTAGE AND ENVELOPES	1,000.00	1,000.00	55.48	305.45	694.55	69.46 %
100.5120.0000.53015	COPY PAPER AND EXPENSE	400.00	400.00	230.26	230.26	169.74	42.44 %
100.5120.0000.53019	OFFICE SUPPLIES & COMPUTER S	1,100.00	1,100.00	0.00	68.00	1,032.00	93.82 %
100.5120.0000.53024	DUES & SUBSCRIPTIONS	200.00	200.00	0.00	0.00	200.00	100.00 %
100.5120.0000.53026	ADVERTISING	200.00	200.00	0.00	0.00	200.00	100.00 %
100.5120.0000.53034	REGISTRATION	100.00	100.00	0.00	50.00	50.00	50.00 %
100.5120.0000.53035	MEALS	200.00	200.00	59.41	59.41	140.59	70.30 %
100.5120.0000.53036	LODGING	500.00	500.00	0.00	0.00	500.00	100.00 %
100.5120.0000.53039	MILEAGE	500.00	500.00	173.40	173.40	326.60	65.32 %
100.5120.0000.58019	NEW EQUIPMENT	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
100.5120.0103.52012	ATTORNEY-GAL FEES	16,000.00	16,000.00	450.00	1,490.00	14,510.00	90.69 %
100.5120.0104.52012	ATTORNEY-GAL FEES	17,000.00	17,000.00	5,075.39	8,740.23	8,259.77	48.59 %
100.5120.0109.52012	ADVERSARY ATT-REG IN PROBATE	25,000.00	25,000.00	0.00	1,061.32	23,938.68	95.75 %
100.5120.0112.52012	ATTORNEY-N/F COURT COMMISSNR	500.00	500.00	0.00	0.00	500.00	100.00 %
	Expense Total:	220,620.02	220,620.02	22,025.65	74,178.78	146,441.24	66.38%
Fund: 100 - GENERAL FUND Surplus (Deficit):		-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71	66.45%
Report Surplus (Deficit):		-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71	66.45%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	Percent Remaining
					Favorable (Unfavorable)	
Fund: 100 - GENERAL FUND						
Revenue	6,300.00	6,300.00	1,096.22	2,274.47	-4,025.53	63.90%
Expense	220,620.02	220,620.02	22,025.65	74,178.78	146,441.24	66.38%
Fund: 100 - GENERAL FUND Surplus (Deficit):	-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71	66.45%
Report Surplus (Deficit):	-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71	66.45%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71
Report Surplus (Deficit):	-214,320.02	-214,320.02	-20,929.43	-71,904.31	142,415.71



County Emergency Manager

Roles & Responsibilities



Phases of Emergency Management



- Preparedness
 - Plan Development
 - Training/Exercising
- Response
 - EOC Manager
 - POC for the State
- Recovery
 - Advisor to Community Leaders
 - Advocate for the individuals impacted
- Mitigation
 - Reduce the impacts
 - Resiliency



Wisconsin Statute 323.14 – the County's Role

Requirements:

- ✓ Develop & maintain an Emergency Management Plan
- ✓ Ensure the plan is compatible to the State's Plan
- ✓ Designate a “Head of Emergency Management”
- ✓ Provide program oversight

323.14 Local government; duties and powers 1) ONGOING DUTIES.

(a)

1. Subject to subd. [3](#), each county board shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management under s. [323.13 \(1\) \(b\)](#).
2. Each county board shall designate a head of emergency management. In counties having a county executive under s. [59.17](#), the county board shall designate the county executive or confirm his or her appointee as county head of emergency management. Notwithstanding sub. [\(2\) \(b\)](#), an individual may not simultaneously serve as the head of emergency management for 2 or more counties.
3. Each county board shall designate a committee of the board as a county emergency management committee. The chairperson of the county board shall designate the chairperson of the committee. In counties having a county executive under s. [59.17](#), the committee shall retain policy-making and rule-making powers in the establishment and development of county emergency management plans and programs.

(b)

1. The governing body of each city, village, or town shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management adopted under s. [323.13 \(1\) \(b\)](#).
2. The governing body of each city, village, or town shall designate a head of emergency management services.



Wisconsin Statute 323.15 – the Head of Emergency Management’s Role

323.15 Heads of emergency management; duties and powers.

(1) ONGOING DUTIES.

(a) The head of emergency management for each local unit of government shall implement the plan adopted under s. [323.14 \(1\) \(a\) 1.](#) or [\(b\) 1.](#), whichever is applicable, and perform such other duties related to emergency management as are required by the governing body and the emergency management committee of the governing body when applicable. The emergency management plans shall require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under s. [323.10](#) or [323.11](#).

(b) The head of emergency management for each county shall coordinate and assist in developing city, village, and town emergency management plans within the county, integrate the plans with the county plan, advise the department of military affairs of all emergency management planning in the county and submit to the adjutant general the reports that he or she requires, direct and coordinate emergency management activities throughout the county during a state of emergency, and direct countywide emergency management training programs and exercises.

Shall:

- ✓ Implement the Emergency Management Plan
- ✓ Coordinate with municipalities within the County to ensure their plan is compatible to the County’s Plan
- ✓ POC for DMA
- ✓ Coordinate EM activities during a state of emergency
- ✓ Direct all planning, training and exercise within the County



Wisconsin Statute 323.60(1b(3) – The LEPC's Role

Shall:

- ✓ Implement the local response plan
- ✓ Develop facility off-site plans
- ✓ Consult with the Head of Emergency Management
- ✓ Facilitate hazmat training and exercises
- ✓ Respond to information requests from the public

323.60 Hazardous substances information and emergency planning.

(3) DUTIES OF COMMITTEES. A committee shall do all of the following:

(a) Carry out all requirements of a committee under the federal act.

(b) Upon receipt by the committee or the committee's designated community emergency coordinator of a notification under sub. ~~(5)~~ (b) of the release of a hazardous substance, take all actions necessary to ensure the implementation of the local emergency response plan.

(c) Consult and coordinate with the county board, the county and local heads of emergency management designated under s. ~~323.14 (1) (a) 2.~~ or (b) 2. and the county emergency management committee designated under s. ~~323.14 (1) (a) 3.~~ in the execution of the local emergency planning committee's duties under this section. ~~committee~~ conforms to [42 USC 11001](#) (c).

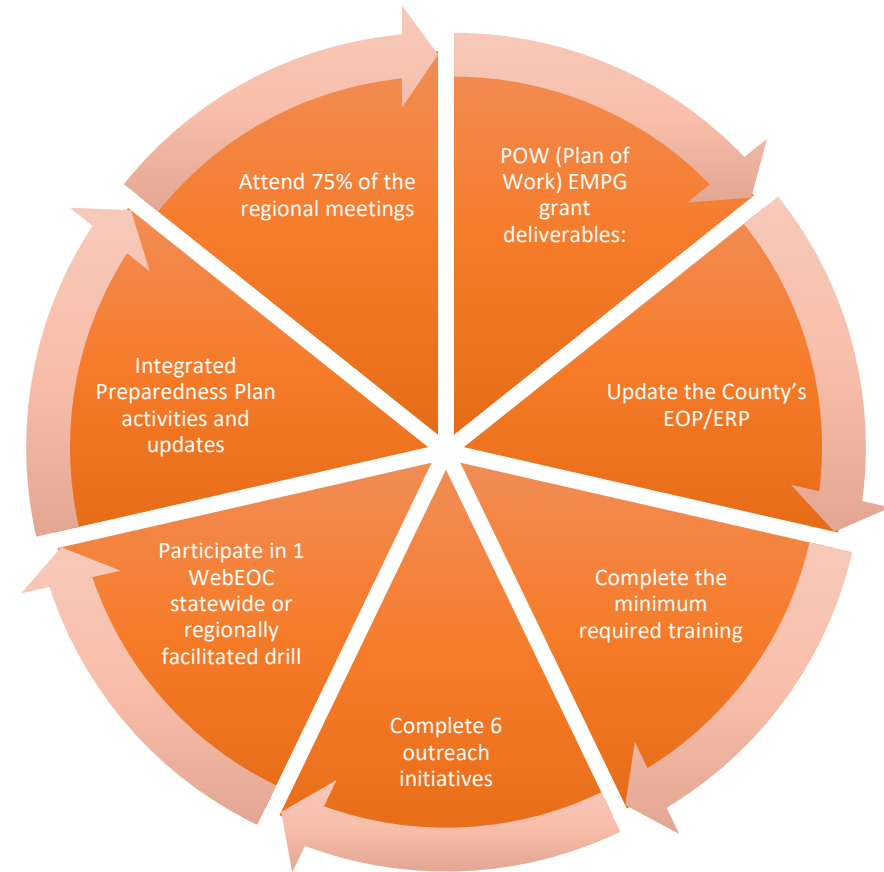
(f) If the composition of a county's committee does not conform to [42 USC 11001](#) (c), inform the county board of that fact and of the county board's duty, under s. [59.54 \(8\) \(a\) 1.](#), to create a committee with members as specified in [42 USC 11001](#) (c).
[323.60\(3\)](#)



EMPG funding requirements

EMPG Program Description

- Wisconsin Emergency Management (WEM) provides grants funds to assist in building, maintaining, and sustaining a county/tribal emergency management program to build and sustain emergency management capacity and capabilities.
- EMPG grant funding shall be used by county/tribal emergency management programs to complete a plan of work that accomplishes all State of Wisconsin statutory and U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) and WEM program requirements. It is important that county/tribal emergency management programs provide the opportunity for all facets of government and the whole community to participate in the emergency management process to promote resilience in their communities.

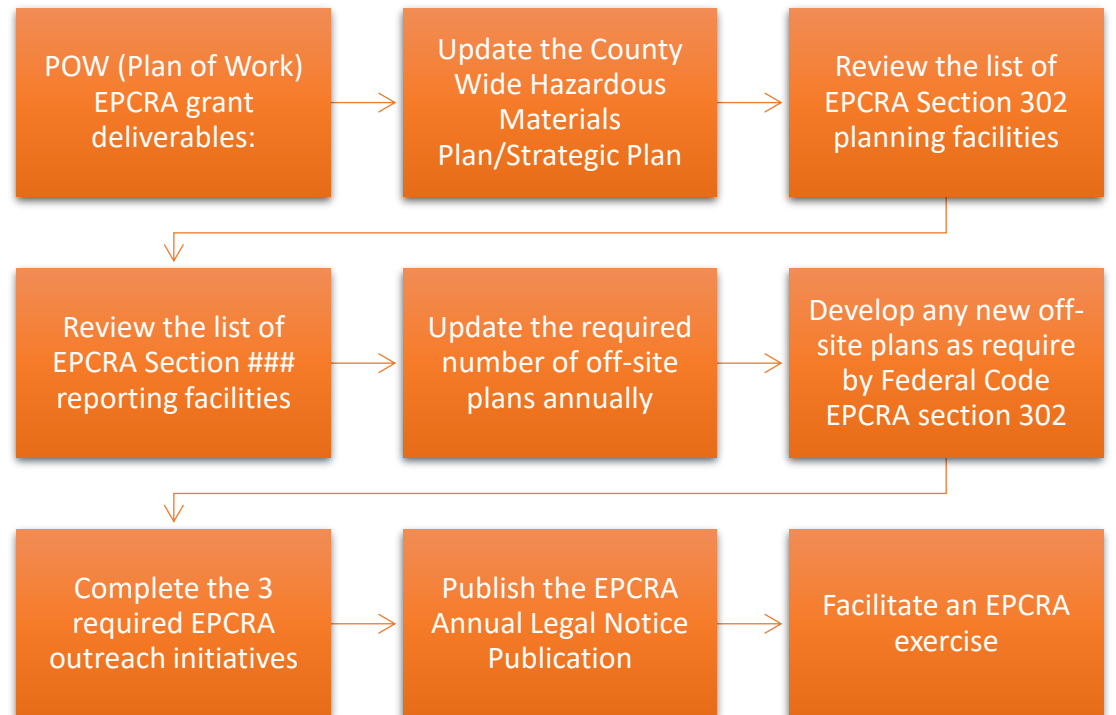




EPCRA funding requirements

EPCRA Program Description

Wisconsin Emergency Management (WEM) provides the Emergency Planning and Community Right-to-Know Act (EPCRA) Planning Grant for funding of eligible expenses that support the completion of Local Emergency Planning Committee (LEPC) administrative requirements, hazmat planning, community preparedness activities, and local exercises in accordance with Wisconsin Statutes §§59.54(8)(a), and 323.61, and to complete EPCRA program requirements as provided by WEM under WEM Directive 2007.2 EPCRA Planning Grant Funding. This grant is given to a county emergency management program to assist with maintaining the program and supporting local EPCRA initiatives.





Iowa County - FY 2024 & 2025 EMPG and EPCRA Funding

- FY 2024 (estimated amount)
 - \$33,486.00 – EMPG
 - \$7,904.00 – EPCRA

Total = \$41,390

- FY 2025 (estimated amount)
 - \$30,701.00 – EMPG
 - \$8,369.00 – EPCRA

Total = \$39,070



Other roles & responsibilities

Wisconsin Disaster
Fund

POC for FEMA
during Presidential
Disaster
Declarations

SME on Hazard
Mitigation

Whole Community
Recovery

Whole Community
Resiliency

Public Safety Rep
for Land
Information
Council

Partner with
various economic
development
organizations

County Gov. liaison
to Public Safety
Agencies



Common Positions in Emergency Management

Emergency Management Planner/assistant - This is typically an entry-level position that involves developing emergency operations plans.

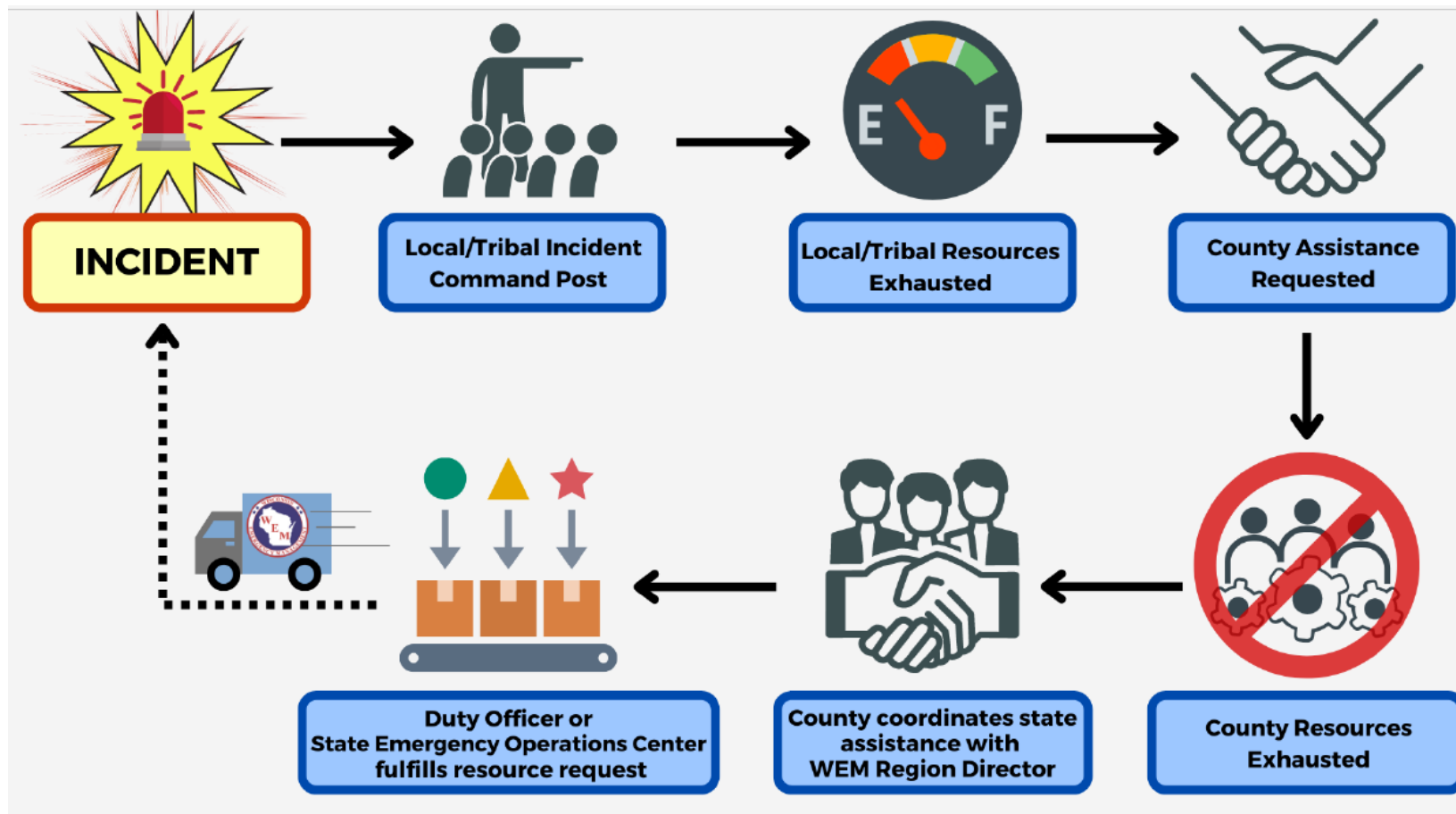
Emergency Management Specialist - Typically responsible for advising the director or coordinator, liaising with others in related departments/agencies and developing plans, such as emergency response plans, evacuation plans and hazardous material response plans.

Emergency Management Coordinator - They are responsible for overseeing and coordinating all of the activities of the emergency management program. The coordinator often liaises with elected officials, as well as police chiefs, ems chiefs, fire chiefs, public health officer, zoning administrator and highway commissioner.

Emergency Management Director - They are responsible for overseeing the program and directing all of the activities of the emergency management specialists and planners. The director often liaises with other top officials, such as elected officials, the county administrator, finance director, Sheriff, police chiefs, fire chiefs, EMS chiefs, public health officer, zoning administrator and highway commissioner.



Incident Response





Your County Emergency Manager is a...

Planner

Organizer

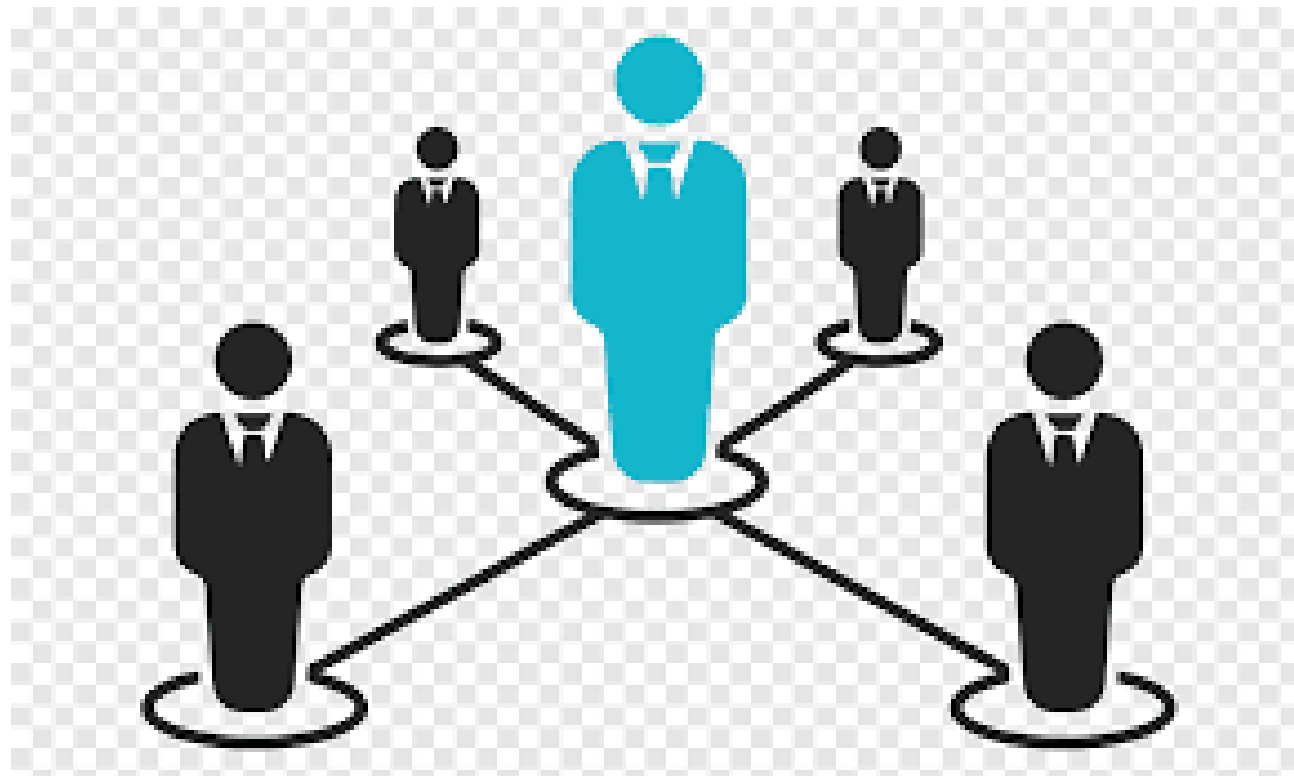
Communicator

Facilitator

Educator

Liaison

Advisor





But what do they really do?





Questions?

Contact information:

Michael Jessen, Richland County Emergency Services

Email – Michael.Jessen@co.richland.wi.us Cell# 608.604.7736

Richland County Radio Project Monthly Summary – June 2025

▪ Key Understandings:

- **General** – Civil work is winding down at the last two shelters and with commissioning of generators all eight (8) sites are ready for next steps. The radio vendor has already begun some work with delivery of equipment to some sites. With the final site now available for work to proceed this site will likely lag to the extent that plans are needed to bring the other sites online and begin understanding and commissioning new systems without this 9th site to stay on targeted dates. Given the additional channel capacity in the new system design, a good implementation plan can support a two-step process of use and testing not impacting the County's existing systems. Work with emergency services agencies on equipment readiness and setup design is currently underway to ensure a plan to migrate users is in place.

▪ Site Acquisition Updates:

- **General** – All radio system sites (9) are under contract and lease fees for 2025 have been paid using project funds taking the County through to May of 2026.

▪ Civil Vendor Updates:

- **General** – The final site (Yuba) was cleared for civil work to begin, but the County still needs to be given the tower registration approval. Two sites will be getting the HVAC units next week completing all sites built, and then the Electrician work can be finalized along with tile floors installed completing all constructed sites. Of these eight sites, six will be getting generator systems commissioned completing the final items at the other sites. A punch list inspection will be completed when antenna and lines are installed for civil items.

▪ Sites -

- **Yuba** – Cleared for civil work – goal for completion 7/15/25.
- **Boaz** – HVAC install next week, then finalize electrical work.
- **Westport** – HVAC install next week, then finalize electrical work.
- **Richland Center** – Civil work completed -
- **Gotham** – Civil work completed – generator commissioning
- **Muscoda** – Civil work completed
- **Viola** – Civil work completed – generator commissioning
- **Bunker Hill** – Civil work completed -
- **Keyesville** – Civil work completed – generator commissioning

- **Goals** – June 20th civil work goal = 8 sites 100% completed and 9th site well underway.

▪ Radio Vendor Updates:

- **General** – The radio vendor is looking to wrap up the FCC authorization process and complete licensing of the system design next week. Clearing this will open final equipment ordering of combiner systems.

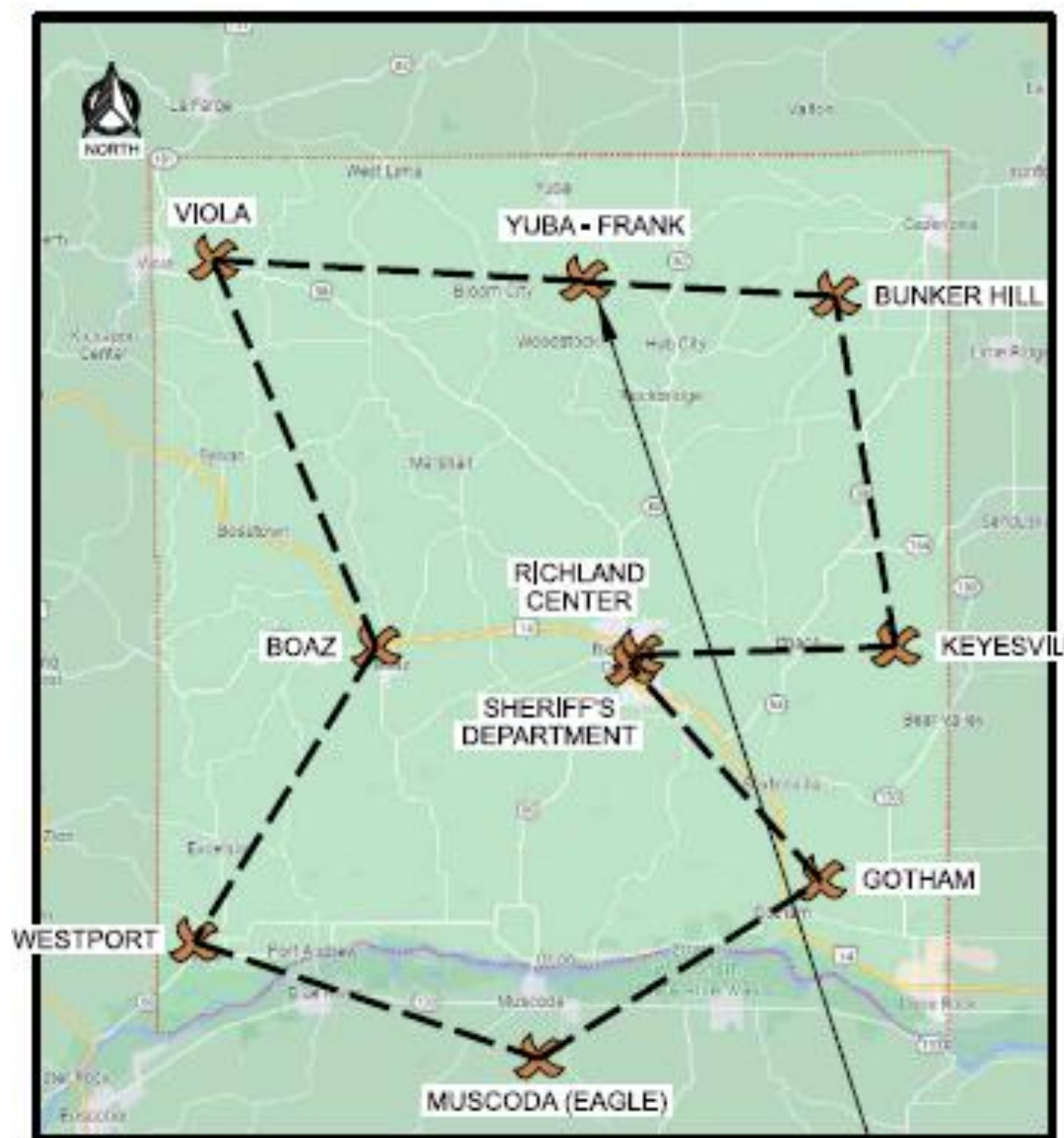
▪ Radio Channels = RISO / RIPAGE / RIFR/EMS / RIHWY / RIOPS1 / RIOPS2

Radio system equipment is being moved into complete shelters for installation and interconnection of power, antennas, and network connectivity.

- **Goals** – System equipment installations completed by the end of June. Antenna and Line installation and system equipment installs of existing towers at 100% by the end of June.

▪ **Subscriber Equipment Update:**

- **General** – True North is working with the County’s team to develop subscriber equipment detail and understand what percentage of equipment is capable of handling new digital radio channel operation with simple programming of equipment vs. equipment that must be changed out. Further development of this information is being done to ensure equipment program is done to support the new system features such as emergency button operation.
- **Budgetary Understandings** –
 - The original project budget of **\$7,873,244.80** set by Mr. Clint Langreck include **\$222,025** earmarked for County subscriber equipment.
 - Current tracking and estimations of known project needs shows approximately **\$350,000** in contingency money excluding the previous subscriber item.
 - Richland County Sheriff Department reports all radio equipment is P25 (digital) capable and will just need reprogramming.
 - Richland County Ambulance Service reports 30% of radio equipment is P25 (digital) capable and may need **\$65,000** to complete plus programming.
 - Current estimation for supporting the purchase of twelve (12) spares radios having bank (6) chargers and supporting both Richland County and State of Wisconsin operation is identified at **\$46,000**
 - Current estimations for supporting every agency providing response support in Richland County in radio reprogramming are identified at **\$40,000**.
 - Current estimations for supporting the cost of a control station (Base) radio for every agency providing response support in Richland County in radio reprogramming are identified at **\$66,500**.
 - Current estimations for a mobile radio replacement = **\$2200.00**
 - Current estimations for a portable radio replacement = **\$1800.00**
- **Goals** – Identify County budget support for subscribers by June 20th.



**RICHLAND COUNTY SHERIFF'S DEPARTMENT
MONTHLY BILLS SUBMITTED FOR APPROVAL
MAY 2025 BILLS**

(PRESENTED AT THE **JUNE 6TH**, 2025 PUBLIC SAFETY COMMITTEE MEETING)

NO.	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	AUTOZONE	1	SQUAD MAINTENANCE	1990039537	12.72	100.5211.0000.53052	
2	ADVANCED CORRECTIONAL HEALTHCARE	2	CARE OF PRISONERS	5697, 5622	6,938.25	100.5251.0000.52096	
3	CDW GOVERNMENT	1	NEW SQUADS - FUND 92	AE1GB9D	2,226.40		
4	CORNERSTONE SERVICE	2	SQUAD MAINTENANCE	21481, 21555	441.94	100.5211.0000.53052	
5	ELIOR/SUMMIT FOODS	4	MEALS FOR PRISONERS	241151, 241721, 242427, 243009	14,991.92	100.5251.0000.52094	
6	GALLS	4	UNIFORM ALLOWANCE/CON SCHILDGEN, SUMWALT, BIEGE, GERBER	31114220, 31141763, 31141796, 30578849	445.33	190.5213.0000.53046	
7	GENERAL COMMUNICATIONS	1	SQUAD MAINTENANCE	344933	209.00	100.5211.0000.53052	
8	GORDON FLESH	3	COPY LEASE	1021896, 15156803, 15156804	316.97	100.5211.0000.53015	100.5251.0000.53015
9	MCKESSON MEDICAL	2	JAIL SUPPLIES	23683667, 23807350	725.06	100.5251.0000.53052	
10	MNJ TECHNOLOGIES	1	FUND 92 - NEW SQUAD	4098535	15.62		
11	MOTOROLA SOLUTIONS	3	TRAINING, NEW EQUIP & RADIO REPAIR	1187145980, 1411178762, 8230520821	3,496.05	100.5211.0000.51057	100.5217.0000.53052
12	OPTIONS LAB INC	1	CARE OF PRISONERS	5050608	35.00	100.5251.0000.52096	
13	PACE SYSTEMS	1	NEW EQUIPMENT	66747	1,999.99	100.5211.0000.58019	
14	PIONEER PRINT CO	3	UNIFORM ALLOWANCE/CON SCHILDGEN, SUMWALT, BROCKUS	6244, 6276, 6286	150.00	190.5213.0000.53046	
15	RICHLAND COUNTY HHS	1	MENTAL HEALTH FEES	2025-5	200.00	100.5251.0000.52099	
16	THE RICHLAND HOSPITAL	1	CARE OF PRISONERS	50	486.00	100.5251.0000.52096	
17	SUNSET LAW ENFORCEMENT	1	AMMO SUPPLIES	11742	4,984.75	100.5211.0000.53061	
18	SYSTEMS TECHNOLOGIES	1	JAIL REPAIR	99023122	932.50	100.5251.0000.53056	
19	TC AUTOWORKS	2	SQUAD MAINTENANCE	14582, 14640	839.06	100.5211.0000.53052	
20	THIN LINE OUTFITTERS OF WI	2	NEW SQUADS - FUND 92	250073, 250047	18,800.86		
21	TOP PACK DEFENSE	4	UNIFORM ALLOWANCE/LEMKE, JONES, HOUGAN	16220, 16060, 16052	332.43	190.5213.0000.53046	
22	WI DEPT OF JUSTICE	1	TRAINING	30	300.00	100.5251.0000.51057	

MAY 2025 BILLS		58,879.85
SHERIFFS DEPARTMENT		11,208.61
POLICE RADIO		906.05
COUNTY JAIL		24,794.55
Fund 92-NEW CARS		21,042.88
DEPARTMENT-UNIFORM ALLOWANCE		927.76
SPECIAL INVESTIGATIONS		
DOG CONTRACT-MONTHLY PAYMENT		1,500.00
CURRENT MONTH'S JAIL ASSESSMENT		