

**Columbia County
PUBLIC SAFETY COMMITTEE
September 10, 2018**

Present: Barry Pufahl, Keith Miller, Tom Borgkvist, Gary Leatherberry
Absent w/Notice: Adam Field
Also Present: County Board Chair Gove, County Board Vice Chair #1 Drew, County Board Vice Chair #2 Foley, Joe Ruf, Sheriff Richards, Det. Lt. Brandner, Lt. Stilson, EM Coordinator Johnson, Deputy EM Coordinator Darling Ellis, ME Hinze, ES Giuffre, PDR Jonathan Stefonek

Monthly Agenda Items:

- 1) Call to Order. Meeting called to order at 9 a.m. by Pufahl.
- 2) Compliance with Open Meeting Law. Posting compliance was met per Open Meetings Law.
- 3) Approval of Agenda. *Motion was made by to approve the agenda with reordering and placing Medical Examiner after Sheriff's Administration. Seconded by Leatherberry. Motion carried.*
- 4) Approval of Previous Committee Meeting Minutes. *Motion made by Borgkvist to approve the 08/13/18 minutes as presented. Seconded by Miller. Motion carried.*
- 5) Approval of Expenditure Reports. Reports will be reviewed by each office.
- 6) Public Input: None.
- 7) Chair's Comments: 1) Pufahl advised that with Supervisor Andy Ross resigning, Supervisor Adam Field was reassigned to the Information Services and Property and Vice Chair Dan Drew was assigned to Public Safety Committee. Pufahl stated an election of Public Safety Vice Chair will be held at the October meeting. Mr. Field was not being present today, but in a statement that Mr. Pufahl read on his behalf, Mr. Field wished to personally thank the staff and all those involved with the Public Safety Committee. The work that is done is appreciated. 2) Pufahl also wished to have a tour of the Jail at the October committee meeting and a tour of the Medical Examiner's suite in November.

Emergency Management. (Johnson, Darling Ellis)

- 1) **Expenditure Reports.** Reports viewed overhead. *After a review of the Emergency Management August expenditure reports, a motion was made by Miller to approve the report. Seconded by Borgkvist. Motion carried.*
- 2) **General Review of Department Activities.** Monthly activity report viewed overhead. Discussion. From the recent flooding, disaster declaration numbers were requested from the state. National Guard was in Columbia County to assist with sandbagging and pump distribution. Sheriff discussed the Slow No Wake process and how complaints are received from both the boaters as well as the land/property owners. The committee thanked Emergency Management for their extra time and tireless efforts. Sheriff Richards spoke of his gratitude for Kathy and Marie, County Highway, and even other affected surrounding counties and their cooperative efforts in working together.

Sheriff's Office/Jail. (Richards, Brandner, Stilson)

- 1) **Expenditure Reports.** Reports viewed overhead. *After a review of the Sheriff's Office's August expenditure reports, a motion was made by Borgkvist to approve report. Seconded by Miller. Motion carried.*
- 2) **General Review of Department Activities.** Monthly report viewed overhead. Discussion. Sheriff Richards discussed an ongoing issue with the Frontier phone lines going down within his office which prevents calls from coming in or going out except for 911. MIS has been critical in assisting with getting more expedited service. In anticipation of future issues, six cell phones were purchased to assist with outages.
- 3) **Inmate Count and General Review of Jail Operations.** Inmate Count: 167.
- 4) **Position Replacement Request – Jailer (Gallagher).** This replacement was previously reviewed and

approved at the HR Committee. *Motion by Borgkvist to approve the position replacement request for Jailer. Seconded by Miller. Motion carried.*

- 7) **Job Description Jail Nurse (RN) and Health Care Service Administrator and Job Description Jail Nurse (RN).** Job descriptions were previously reviewed and approved by the HR Committee. *Motion by Miller to approve the Health Care Administrator and Jail Nurse job descriptions as presented. Seconded by Leatherberry. Motion carried.*

Medical Examiner. (Hinze)

- 1) **Expenditure Report.** Report viewed overhead. *After a review of the Medical Examiner's August expenditure report, a motion was made by Borgkvist to approve the report. Seconded by Miller. Motion carried.*
- 2) **Revised Budget.** Viewed corrected budget sheets overhead.
- 3) **General Review of Department Activities.** Viewed monthly report overhead. Discussion. Chair Gove discussed death investigations and commended and thanked ME Hinze for her continued efforts and hard work in the field, the business office, and in managerial matters.

Motion by Borgkvist to adjourn the meeting at 10:07 a.m. Seconded by Miller. Motion carried.

Next meeting date: Monday, October 8, 2018 at 9 a.m.

Secretary of Record,



Supervisor Keith Miller
Committee Secretary

Recording Secretary,



NaDeanna Giuffre
Assistant to Sheriff Richards

cc: Public Safety Members
Chair Gove
1st Vice Chair Drew
2nd Vice Chair Foley
Internet