

Columbia County
PUBLIC SAFETY COMMITTEE
July 9, 2018

Present: Barry Pufahl, Adam Field, Keith Miller, Gary Leatherberry, Tom Borgkvist
Also Present: County Board Chair Gove, County Board 1st Vice Chair Drew, County Board 2nd Vice Chair Foley, Sheriff Richards, CD Kuhl, Lieutenant Brandner, Lieutenant Smith, Lieutenant Stilson, Emergency Management Coordinator Johnson, Emergency Management Deputy Coordinator Marie Darling Ellis, Medical Examiner Hinze, Krista Miller, Shonna Neary, NaDeanna Giuffre

Called to Order. Posting Compliance. Agenda Approval. Minutes Approval. Chairman's Comments.

- 1) Meeting called to order at 9 a.m. by Pufahl.
- 2) Posting compliance was met per Open Meetings Law.
- 3) ***Motion was made by Borgkvist to approve the agenda as presented. Seconded by Miller. Motion carried.***
- 4) Pufahl explained that a correction needed to be made to the 06/11/18 minutes under Sheriff's Office/Jail 3) 2019 New Positions/Position Revisions/Title Changes/Increased Hours/Compensation Changes. Because Pufahl abstained from the vote, it should say "Motion carried" and not "Motion carried unanimously."
Motion made by Field to approve the meeting minutes with the adjustment made. Seconded by Miller. Motion carried.
- 5) Expenditure Reports will be reviewed by department.
- 6) Public Input: None.
- 7) **Chair's Comments:** Pufahl reminded the committee that the next meeting, 08/13/18, will begin at 8 a.m. to allow for more time for budgets. As in years past, budget packets will be deputy-delivered several days prior to the committee meeting. Jail tour postponed until the 09/10/18 meeting.

Emergency Management. (Johnson, Darling Ellis)

- 1) **Expenditure Reports.** Visual review of reports was completed. ***After a review of the Emergency Management Office expenditure report, a motion was made by Field to approve the report. Seconded by Borgkvist. Motion carried.***
- 2) **General Review of Department Activities.** A report on activities was distributed. Johnson gave a brief overview of June activities.
- 3) **Slow No Wake Declaration Process – Ordinance Title 21.** The ordinance with documented changes was viewed overhead. Discussion. ***Motion by Miller to approve the changes to the Slow No Wake Declaration Process Ordinance as presented. Seconded by Borgkvist. Motion carried.***

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

- 1) **Expenditure Reports.** Visual review of reports was completed and questions addressed. ***After a review of the Sheriff's Office's expenditure report, a motion was made by Miller to approve the report. Seconded by Borgkvist. Motion carried.***
- 2) **General Review of Department Activities.** A report on activities was distributed. Richards gave an overview of calls received and reported on the past month's activities. Richards commended all Sheriff's Office personnel, especially Lt. Smith, who managed the Dive Team volunteers and assisted Portage Police and Fire during a recent City of Portage recovery incident. Lt. Smith provided the committee a demo along with YouTube videos of a firearm-mounted camera and flashlight. Informational handout provided. The Sheriff updated the committee that a 2008 Ford was transferred to Columbia County Solid Waste. Brandner explained that the WI DOJ/DCI Cops Anti-Heroin Taskforce Grant monies were received and were mistakenly placed into the general fund when they were intended to be used for equipment purchases. A special Joint Finance and Public Safety Committee meeting should be set for prior to the 07/18/18 County Board Meeting to transfer this money back out of the general fund and into the revolving Anti-Heroin Grant

account. Brandner will work with Corporation Counsel and the Accounting Office to draft a resolution for that special meeting.

- 3) **Inmate Count and General Review of Jail Operations.** Inmate Count: 169. Jailer interviews were held 07/02/18 and nine candidates were interviewed.
- 4) **Review/Revise 2019 New Position Requests.** Due to the anticipated difficulties of obtaining new staff, a revised proposal is being submitted. Due to low staffing and serious safety issues, adding two deputies and/or two lieutenants was discussed. *Motion by Miller to accept the revised position request of two Deputies and/or two Lieutenants for the 2019 budget new position request process. Seconded by Borgkvist. Discussion. Motion carried unanimously.*
- 5) **Procedure for 2019 Budget Preparations.** Discussion.
- 6) **2017 Write-Offs (JDEdwards).** Giuffre discussed the final clean up the JDEdwards system unpaid invoices from previous years. Viewed overhead. *Motion by Borgkvist to approve the 2017 JDEdwards write-offs of \$4,159 for the Sheriff's Office. Seconded by Miller. Motion carried.*
- 7) **Jail Nurse Health Care Services Administrator - Revised Position Description.** This job description has already gone before and was reviewed by the HR Committee on 07/06/18. This position and candidate must possess a unique and specific skill set for working in corrections as well as an administrator to the HSU division within the Jail. *Motion by Field to approve the job description as presented. Seconded by Miller. Motion carried.*
- 8) **Jail Nurse Health Care Services Administrator – Compensation Review.** This compensation review has already gone before and was reviewed by the HR Committee on 07/06/18. The committee viewed similar county positions in Levels H to K for compensation scale examples. Motion by Field recommending support of Carlson-Dettman's review of the position and how it is graded and then forward it onto the HR Committee. Motion not seconded. Motion died. Discussion. *Motion by Miller to entertain Level K as an appropriate compensation grade level for the Jail Nurse Health Care Services Administrator. Seconded by Leatherberry. Discussion. Three-yes, one-no, Field abstained. Motion carried.*
-) **2019 Squad Car Update.** Discussion. With some upcoming changes in the Ford line of police package vehicles, the new version in 2020 will be hybrids. According to some preliminary details and communication with Iowa County Sheriff's Office, Ford, and Ewald regarding 2019 vs. 2020 models. Early bids will be opened in June and closing September 2018. The Comptroller was contacted regarding the possibility of drafting a Letter of Intent to Purchase. CD Kuhl is exploring other police package vehicles to include Chevy and Dodge as well. Many changes and expenses with equipment compatibility are anticipated with any vehicle that is decided on. A current squad log was provided to the committee. *Motion by Pufahl to recommend the purchase of eight squad cars for 2019. Seconded by Miller. Discussion. Motion carried.*

Medical Examiner. (Hinze)

- 1) **Expenditure Reports.** Visual review of reports was completed. *After a review of the Medical Examiner Office expenditure report, a motion was made by Field to accept the report. Seconded by Miller. Motion carried.*
- 2) **General Review of Department Activities.** Handouts were distributed. The Medical Examiner binder of information was reviewed and discussed.


Motion by Miller to adjourn the meeting at 11:26 a.m. Seconded by Field. Motion carried.

Secretary of Record,

Recording Secretary,



Supervisor Keith F. Miller
Committee Secretary



NaDeanna Giuffre
Sheriff's Assistant