

**Columbia County  
PUBLIC SAFETY COMMITTEE  
September 14, 2015**

**Present:** Kirk Konkel, Adam Field (departed meeting at 11:16 am), Susanna Bradley, Dan Drew (departed meeting at 11am), Mark Sleger

**Also Present:** Co Board Vice Chair Cupery, Sheriff Richards, Chief Deputy Babcock, Captain Kuhl, Emergency Management Coordinator Beghin, Medical Examiner Hinze, Chief Deputy ME Sopha, PDR Lyn Jerde and John Stefonek, ES Giuffre

**Called to Order. Posting Compliance. Approve Agenda. Pass Minutes. Chairman's Comments.**

- 1) Meeting called to order at 8:30 a.m. by Konkel.
- 2) Posting compliance was met per Open Meetings Law.
- 3) *Motion was made by Drew to approve the agenda. Seconded by Field. Motion carried.*
- 4) *Motion made by Sleger to approve the previous month's meeting minutes. Seconded by Field. Motion carried.*
- 5) **Chair's Comments:** DNR—no new information to report.

**Emergency Management.** (Beghin)

- 1) **General Review of Department Activities.** Handout provided. Discussion.
- 2) **All Hazards Mitigation Plan Adoption.** The draft document can be viewed on the website and will go before County Board in October 2015.
- 3) **Expenditure Reports.** Visual review of reports was completed. *After a review of the Emergency Management expenditure reports, a motion was made by Bradley to approve the reports. Seconded by Field. Motion carried.*

**Sheriff's Office/Jail.** (Richards, Babcock, Kuhl)

- 1) **General Review of Department Activities.** Handout was provided. Discussion.
- 2) **Inmate Count and General Review of Jail Operations.** Inmate Count: 161.
- 3) **Position Replacement Request - Jailer.** Because Jail Sergeant Kimberly Stilwell moved to the Secretary Division of the Sheriff's Office, this created a promotion to Jail Sergeant and then a backfill of a new jailer to replace the promoted Jailer. *Motion by Field to approve the Jailer Replacement Position. Seconded by Bradley. Motion carried.*
- 4) **Jail Staffing.** Handouts provided. Discussion. Outstanding issues: caliber of applicants, number of applicants, and retention. The gap between the private and public work sectors has narrowed. County benefits do not set up apart like they used to. Analysis of costs and time to replace staff members for the Sheriff's Office and Jail are much greater than other departments. The county department to department comparisons need to stop. There are huge differences in Sheriff's Office staff members who work 24/7 versus Monday through Friday, 8am – 4pm desk jobs at the courthouse. We need to try new or different things to seek out new and retain current staff members. Konkel suggested a list of pros and cons be created in consideration of 12 hour shifts, protective status, the reinstatement of longevity benefits, increase wages, and/or increase in time off benefits along with costs associated with each.
- 5) **Educational Incentive for Deputy Sheriff.** Discussion. *Motion by Bradley to retroactively approve the payment of 50% of the cost of books and tuition as an educational incentive for a current Deputy Sheriff as part of his furthering his education. Seconded by Drew. Motion carried.*
- 6) **LEC/JRCR Projector Expense.** The projector in the Law Enforcement Center John Roche Community Room was replaced due to the old one failing. This room is used county-wide by various county departments and the general public and not specific to only the Sheriff's Office. The projector was ordered by B&G, installed, and invoiced. For timeliness of payment, the invoice was paid by the Sheriff's Office, but should not technically be considered a Sheriff's Office expense since room rental

fees are not counted as revenue for the Sheriff's Office. Discussion. *Motion by Drew to forward this matter onto the Finance Committee to reimburse the Sheriff's Office account and draw funds from appropriate county funds. Seconded by Bradley. Discussion. Motion carried.*

- 7) **Budget Amendment.** The Sheriff discussed the Sheriff's Office current dictation/transcription system and software and the amount of dictated reports that need transcribing. Overtime for report typing has soared over the past couple of years. Discussion. Further discussion and costs for the proposed 2016 budget amendment are to be brought to a pre-County Board meeting on 09/16/15.
- 8) **Expenditures.** Visual review of report was completed. *After a review of the Sheriff's Office/Jail expenditure reports, a motion was made by Drew to approve the reports. Seconded by Field. Motion carried.*

**Medical Examiner.** (Hinze, Sopha)

- 1) **General Review of Department Activities.** Handout was provided. Discussion.
- 2) **Family Request for Waiver of Fees.** Handout provided. Discussion. The total in question would be \$470 to be waived and not collected by the Columbia County ME's Office. *Motion by Bradley to approve the family's request to waive the \$470 of fees. Seconded by Field. Motion carried.*
- 3) **Expenditure Report.** Visual review of report was completed. *After a review of the Medical Examiner expenditure report, a motion was made by Sleger to approve the report. Seconded by Bradley. Motion carried.*

*Motion by Bradley to adjourn the meeting at 11:17 a.m. Seconded by Sleger. Motion carried.*

Next meeting date: Monday, October 12, 2015 at 8 a.m.

Secretary of Record,

  
Supervisor Dan Drew  
Committee Secretary

Recording Secretary,

  
NaDeanna Giuffre  
Assistant to Sheriff Richards

cc: Public Safety Members  
Chair Gove  
Vice Chair Cupery  
Internet