

Columbia County
PUBLIC SAFETY COMMITTEE
November 9, 2015

Present: Kirk Konkol, Adam Field, Susanna Bradley, Dan Drew, Mark Sleger
Also Present: Co Board Vice Chair Cupery, Sheriff Richards, Chief Deputy Babcock, Captain Kuhl, Detective Lieutenant Brandner, Emergency Management Coordinator Beghin, Medical Examiner Hinze, Chief Deputy ME Sopha, PDR Lyn Jerde, ES Giuffre

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

- 1) Meeting called to order at 8:32 a.m. by Konkol.
- 2) Posting compliance was met per Open Meetings Law.
- 3) *Motion was made by Field to approve the agenda. Seconded by Drew. Motion carried.*
- 4) *Motion made by Bradley to approve the previous 09/15/15 and the 10/12/15 meeting minutes. Seconded by Drew. Motion carried.*
- 5) **Chair's Comments:** 1) DNR shooting range is on schedule. 2) Adopted Standing Rule 18(3) states any action items must be provided to the committee members at least 48 hours prior to the meeting. 3) Purchasing policy: any year-end "in the red" amounts will require committee approval.

Emergency Management. (Beghin)

- 1) **General Review of Department Activities.** Handout provided. Discussion. Supervisor Drew thanked Beghin for his foresight for safety concerns for the upcoming building projects. It will become more imperative that the Sheriff's Office admin is included on the upcoming building project/Adhoc Committee meetings to keep addressing issues as they come up. Discussion on courthouse exercise. There has been very positive feedback from the participants.
- 2) **Repair to Wisconsin River Gauge.** Discussion on budgeted expense to be repaired and invoice paid.
- 3) **Expenditure Reports.** Visual review of reports was completed. *After a review of the Emergency Management expenditure reports, a motion was made by Sleger to approve the reports. Seconded by Field. Motion carried.*

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

- 1) **General Review of Department Activities.** Handout was provided. Discussion. The Sheriff sought direction on how department heads can access year-end numbers. Det. Lt. Roger Brandner displayed and explained our new drone. A second drone is budgeted for 2016. Supervisor Bradley commended the citizen recognition at the recent Awards Banquet on 10/22/15 and the Sheriff's Office's involvement in the process. She further added that grand events like these which involve families and good press coverage is a positive for law enforcement.
- 2) **Inmate Count and General Review of Jail Operations.** Inmate Count: 179. The Sheriff explained that we currently have an inmate in the hospital which requires security. One jailer position still needs to be filled. Interviews are set for 12/03/15. Discussion regarding Vivitrol being administered in the jail.
- 3) **Staff Recruitment and Retention.** No real updates were available. Lt. Stilson checked with a former employee who left employment here due to family/spouse's job change. As time passes, we continue to lose experience and over half of our current jail staff are in their 20s.
- 4) **Operations Manual for Management – Special Provisions for the Sheriff's Office – Interview Process.** Visual review of the proposed changes was completed. Discussion. The process right now includes two panels: one consisting of Columbia County employees and the second consisting of individuals from outside agencies. One of the main changes would be instead of having a panel of individuals from outside agencies, we would now have two inside panels to include one panel with administrative staff and the second panel consisting of field training officers and/or potential peers. The emphasis then focuses on the "fit factor" as in, how well would this individual "fit" with our current

staff members. Human Resources Committee heard and supported the proposed changes last week. The proposed changes will still need to go through Executive, Finance, and then onto the full County Board for approval. ***Motion by Bradley to approve the proposed changes to the Operations Manual for Management—Special Provisions for the Sheriff's Office—Interview Process. Seconded by Drew. Motion carried.***

- 5) **Expenditures.** Visual review of report was completed. ***After a review of the Sheriff's Office/Jail expenditure reports, a motion was made by Slegler to approve the reports. Seconded by Drew. Motion carried.***

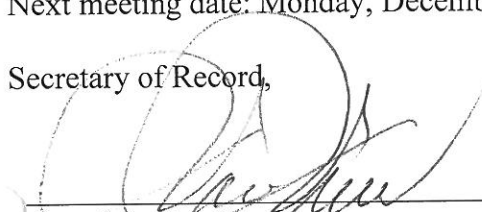
Medical Examiner. (Hinze, Sopha)

- 1) **General Review of Department Activities.** Handout was provided. Discussion. Hinze explained that some website work is underway. Hinze provided detail on her recent WCMEA Conference in October. Hinze answered questions the committee had regarding tissue donations.
- 2) **Expenditure Report.** Visual review of report was completed. ***After a review of the Medical Examiner expenditure report, a motion was made by Bradley to approve the report. Seconded by Field. Motion carried.***

Motion by Field to adjourn the meeting at 10:48 a.m. Seconded by Bradley. Motion carried.

Next meeting date: Monday, December 14, 2015 at 8:30 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