

**Columbia County  
PUBLIC SAFETY COMMITTEE  
March 13, 2023**

**Present:** Keith Miller, Liz Miller, Theresa Valencia (arrived at 09:10), Mike Weyh, Troy Ryan (left meeting at 10:06)

**Also Present:** Chris Polzer, Denise Brusveen, Shonna Neary, Jessica Hale, David Drews, Jason Willemarck, Bob Koch, Robert Maier, Madeleine Groenier, Roger Brandner, Greg Bisch, James Stilson, NaDeanna Giuffre

**Monthly Agenda Items:**

- 1) Call to Order. Meeting called to order at 9 a.m. by K. Miller.
- 2) Compliance with Open Meeting Law. Posting compliance was met per Open Meetings Law.
- 3) Approval of Agenda. *Motion was made by L. Miller to approve the agenda as presented. Seconded by Weyh. Motion carried.*
- 4) Approval of Previous Committee Meeting Minutes. *Motion made by Weyh to approve the previous month meeting minutes as presented. Seconded by L. Miller. Motion carried.*
- 5) Public Input: n/a.
- 6) Approval of Expenditure Reports. Reports will be reviewed by each office.
- 7) Chair's Comments: Supervisor L. Miller will chair April's PSC meeting.

**Emergency Management.** (Koch)

- 1) **Expenditure Report.** Expenditure report was previously provided to the committee via email, posted on CCBoard/Public Safety Committee, and made available during the meeting. *After a review of the Emergency Management expenditure report, a motion was made by Weyh to approve the report as presented. Seconded by Ryan. Motion carried.*
- 2) **General Review of Department Activities.** Activity report was previously provided to the committee on CCBoard/Public Safety Committee and made available during the meeting. Koch presented his report and highlighted ongoing and upcoming training, meetings, and projects for February and March. Koch updated the committee about the NextGen911 and Callworks upgrade. The Governor's Conference breakout sessions were filled with information as well as networking opportunities with neighboring counties. Koch thanked the committee for the training budget and the benefits those trainings and conferences benefit the county. From the recent swatting calls at the Portage High School, stemmed a new project of brainstorming on allowing law enforcement access to the county schools in those active threat incidents. Koch commended Deputy Coordinator Robert Maier for developing a solution in integrating our current county technology along with the IT/security systems at the schools with the capability utilizing our current county ID cards to gain access to buildings in those emergency situations. Columbia County has taken the lead role in assisting other counties with similar access capabilities. Chair Polzer further advised that Dane County Emergency Management Director Charles Tubbs was extremely complimentary of Bob Koch and Columbia County. Koch advised that the EPCRA and EMPG Grants were accepted on the first submission which is rare for a newly appointed EM Coordinator. Those grant funds should be sent within the new few months for 2022.
- 3) **Action on the Wisconsin Statewide Mutual Aid Compact for Local Emergency Management Assistance.** Discussion. Signatures from Chair Polzer, County Clerk Moll, and Coordinator Koch will be required. *Motion by Weyh to adopt the Wisconsin State Mutual Aid Compact for Local Emergency Management Assistance as presented. Seconded by L. Miller. Motion carried.*
- 4) **AT&T FirstNet and US Cell Dashboard Authorization and Agreement.** Koch stated that based upon the State of WI Field Operations Guide, Chapter 5 Requests for Communication Resources, that the EM Office should have POC access for emergent situations. Koch's intent is to have the MIS Office involved, but to also have the access and authorization to contact and make changes if needed. Discussion. Koch acknowledged that with this access and authority comes greater responsibility and liability, however,

understands and agrees that any intentional use or misuse should be dealt with according. A meeting between the MIS Office, EM, the Sheriff's Office, and FirstNet was supposed to have been held some time ago, but that meeting was not coordinated by the MIS office. **Motion by K. Miller directing Mr. Drews of the MIS Office to set up this meeting on or before 03/31/23. Seconded by L. Miller. Discussion.** Supervisor Valencia questioned Drews why this meeting was not set up between January-March 13. Drews explained that he was unaware that a meeting needed to be set up. **Motion carried.**

- 5) **Review/Approve 2022 Annual Report.** Review/discussion. **Motion by Weyh to approve the Emergency Management 2022 Annual Report as presented. Seconded by Valencia. Motion carried.**

**Medical Examiner.** (Groenier)

- 1) **Expenditure Report.** Expenditure report was previously provided to the committee via email, posted on CCBoard/Public Safety Committee, and made available during the meeting. **After a review of the Medical Examiner expenditure report, a motion was made by L. Miller to approve the report as presented. Seconded by Ryan. Motion carried.**
- 2) **General Review of Department Activities.** Activity report was previously provided to the committee on CCBoard/Public Safety Committee and made available during the meeting. Groenier began by thanking the committee for their support and the opportunity to continue as the Chief Medical Examiner for Columbia County. She plans to continue learning and growing the ME Office. Groenier then provided highlights for the month stating that there was a total of 46 calls. Of those, there were three overdoses (one undetermined, two accidental) pending toxicology. In addition, there were two autopsies and 12 Versiti donations. Next of Kin Grief Packet work continues with HHS. Groenier was encouraged by already receiving two responses where family consents/authorizes the opportunity to interview family. Groenier also discussed a recent NMS Webinar which is a study of drug use concentrations and tolerance/intolerance before jail, without usage during jail-time, and usage following incarceration in the living and the deceased.
- 3) **Ordinance – Amend Section 8.1400 – Disposal of Unclaimed Bodies.** Together with the Corporation Counsel's Office, Groenier hopes to create better guidelines in situations where decedents are unclaimed. Discussion. **Motion by L. Miller to accept the Ordinance – Amend Section 8.1400 – Disposal of Unclaimed Bodies as presented. Seconded by Valencia. Motion carried.**
- 4) **Review/Approve 2022 Annual Report.** Review/discussion. **Motion by Weyh to approve the Medical Examiner 2022 Annual Report as presented. Seconded by L. Miller. Motion carried.**

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

- 1) **Expenditure Reports.** Expenditure report was previously provided to the committee via email, posted on CCBoard/Public Safety Committee, and made available during the meeting. **After a review of the Sheriff's Office's expenditure reports, a motion was made by Ryan to approve the report as presented. Seconded by Valencia. Motion carried.**
- 2) **General Review of Department Activities.** Activity report was previously provided to the committee on CCBoard/Public Safety Committee and made available during the meeting in binders. The Sheriff presented his report and highlighted a few topics to include the 911 Dispatch Coordinator position. Because the position was not filled, another Sergeant position was created through an emergency appointment. Both sergeants are learning, and the dispatch center is running smoothly through this transition. There was a significant ATM theft in the Rio areas. Using our license plate reader technology, the Sheriff's Office was ultimately able to identify the suspects and warrants are being worked on. There was a medical-related death of a 15-month-old in the Amish community. Those child deaths are difficult for the responding emergency personnel as well. As a recent road rage incident near Poynette was investigated, it was determined that the male was drunk and had a firearm in his possession. Thanks to the ongoing partnership and combined efforts with HR, the retirement backfilling promotional processes continue. There was a drug overdose death that occurred in the Cambria/Randolph area. From a drug search warrant that was conducted in the Dells, it was learned that a 16-year-old suspect from the Racine area was selling from a hotel. The K9s are working hard, and this month had two significant drug busts: one for ½ pound of cocaine and the second

was a ½ pound of meth. The Sheriff then announced that today is James Stilson’s last Public Safety Committee meeting before his retirement date of 04/03/23. Both Sheriff Brandner and Chair Polzer commended Jim for his years of dedicated service to the county and the Sheriff’s Office. Captain Stilson took the opportunity to thank the Sheriff, his administrative team, and the county board supervisors for their support along his career. The support of the Sheriff’s Office in this county is impressive. Stilson said he was blessed to live and work in an incredible county and have Sheriff Brandner, CD Bisch, and ES NaDeanna Giuffre to work with over the years. Supervisor L. Miller questioned the possible positive or negative impact the new highway interchanges and road widths will impact high speed chases.

- 3) **Inmate Count and General Review of Jail Operations.** Inmate Count: 145. There have been 191 bookings and 198 released. There were 52 doctor visits, 436 nurse screenings, and no ER visits. With the slight decrease in the inmate count could aid staff with the annual painting upkeep project. Concealed/secreted contraband of all variations are still being found in body scans of inmates being booked into the jail.
- 4) **Review/Approve 2022 Annual Report.** Review/discussion. *Motion by L. Miller to approve the Sheriff’s Office 2022 Annual Report as presented. Seconded by Valencia. Motion carried.*
- 5) **Cradlepoint Password Agreement.** Based upon previous meeting discussions, there still seems to be no known resolution. Chair Miller requested this topic to be addressed again and establish a deadline for completion. Drews advised that the latest language in the MOU needed the word “wireless” added. *Motion by L. Miller directing the MIS Office to complete this MOU and provide the Cradlepoint Password to the Sheriff’s Office on or before 03/17/23. Seconded by Weyh. Motion carried.*
- 6) **Vacation Credit for Lateral Transfer Candidates.** The HR representative stepped out of the meeting momentarily, however, the Sheriff advised that this issue is not exclusive to the Sheriff’s Office, but countywide. The current language regarding hiring candidates with experience under our lateral transfer program has disparities as the wage and associated vacation time do not match. The Sheriff is proposing this begin in 2024 with matching wage and vacation for new lateral transfer deputies, but also correcting those who have been hired since the lateral transfer program. He stated this currently affects 10 staff members as well as one staff member hired two years ago and needs to be corrected. *Motion by K. Miller to approve and forward this Vacation Credit for Lateral Transfer Candidates topic onto the Human Resources Committee as well as correcting the one staff member hired two years ago to be placed at Step 5 and adjust the associated vacation time to match the wage. Seconded by L. Miller. Motion carried.*
- 7) **Position Description – Captain/Jail Administrator.** Review/discussion. This position description was already reviewed and approved at HR. *Motion by Weyh to approve the position description of Captain/Jail Administrator as presented. Seconded by L. Miller. Motion carried.*
- 8) **Position Replacement Request – Captain/Jail Administrator.** Captain James Stilson is retiring after 28 years of service to Columbia County. *Motion by L. Miller to approve the position replacement request for the Captain/Jail Administrator position as presented. Seconded by Weyh. Motion carried.*
- 9) **Position Replacement Request – Jailer(s).** These two individuals (Dillon Graff and Tinamarie McLaughlin) were doing great in their positions, but found after a short period of time, the work and hours were not something they could manage with their families. *Motion by Weyh to approve the position replacement request for two Jailers as presented. Seconded by L. Miller. Motion carried.*
- 10) **Sheriff Captain Compensation Review \***
- 11) **Sheriff Lieutenant Compensation Review \***
- 12) **Captain/Jail Administrator Position Revision \***

*\*The Committee may go into closed session pursuant to Wisconsin Statutes Section 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Sheriff Captain Compensation Review; Sheriff Lieutenant Compensation Review; Captain/Jail Administrator Position Revision]. If the Committee goes into closed session, it will return to open session.*

*Motion by L. Miller to enter closed session at 11:07 a.m. pursuant to Wisconsin Statutes Section 19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data of any public employee*

*over which the governmental body has jurisdiction or exercises responsibility [Sheriff Captain Compensation Review; Sheriff Lieutenant Compensation Review; Captain/Jail Administrator Position Revision]. Seconded by Valencia. The Committee will return to open session following the closed session discussion. Roll call: K. Miller, L. Miller, Valencia, Weyh. Motion carried.*

Closed session.

*Motion by L. Miller to return to open session at 11:19 a.m. Seconded by Weyh. Motion carried.*

Action on Closed Session Items:

*Motion by L. Miller to approve all three items: Sheriff Captain Compensation Review, Sheriff Lieutenant Compensation Review, and Captain/Jail Administrator Position Revision as presented and discussed in closed session. Seconded by Valencia. Motion carried.*

Next meeting date: Monday, April 10, 2023, at 9 a.m.at the Columbia County Law Enforcement Center, John Roche Community Room.

*Motion by L. Miller to adjourn the meeting at 11:20 a.m. Seconded by Weyh. Motion carried.*

Respectfully submitted,

*Theresa Valencia*

Supervisor Theresa Valencia  
Committee Secretary

*NaDeanna Giuffre*

NaDeanna Giuffre  
Recording Secretary

cc: Public Safety Members; Chair Polzer, 1<sup>st</sup> Vice Chair Brusveen; 2<sup>nd</sup> Vice Chair Rohrbeck; Internet

APPROVED

**Columbia County  
PUBLIC SAFETY COMMITTEE  
March 13, 2023**

Closed Session Minutes:

- 10) Sheriff Captain Compensation Review \***
- 11) Sheriff Lieutenant Compensation Review \***
- 12) Sheriff Captain/Jail Administrator Position Revision \***

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***Motion by L. Miller to enter into closed session at 11:07 a.m. pursuant to Wisconsin Statutes Section 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Sheriff Captain Compensation Review; Sheriff Lieutenant Compensation Review; Captain/Jail Administrator Position Revision]. Seconded by Valencia. The Committee will return to open session following the closed session discussion. Roll call: K. Miller, L. Miller, Valencia, Weyh. Motion carried unanimously.***

***Others present: Polzer (intermittently), Brusveen, Neary, Brandner, Bisch, Stilson, Giuffre.***

All three of these topics have already gone before, were reviewed, and approved unanimously by the Human Resources Committee.

Captain/Jail Administrator Position Revision. Proposed changes: Grade N, Step 6 and changes a Jailer position to a Deputy position. Cost savings: \$11,161. Discussion. Committee agreed upon this change.

Sheriff Patrol Lieutenant Compensation Review. Proposed changes: Grade N, Step 7 for both new Patrol Lieutenants. Cost savings: \$3,921. Discussion. Committee agreed upon this change.

Sheriff Captain Compensation Review. Proposed changes: Grade O, Step 10 for new Patrol Captain and Grade O, Step 8 for new Detective Captain. Cost savings: \$19,159. Discussion. Committee agreed upon this change.

The Sheriff discussed the advantages of shifting one jail deputy to a patrol deputy and that no sworn position will be lost with Captain Stilson's retirement. By making this shift, the sworn position as well as all existing equipment, firearm, and squad car will be retained. This does not add any new staff, but instead changes current staff between divisions.

***Motion by L. Miller to return to open session at 11:19 a.m. Seconded by Weyh. Motion carried unanimously.***

Secretary of Record,

*Theresa Valencia*

Supervisor Theresa Valencia  
Committee Secretary

Recording Secretary,

*NaDeanna Giuffre*

NaDeanna Giuffre  
Sheriff's Assistant

cc: Public Safety Members  
County Clerk's Office

Approved