

**LAW ENFORCEMENT AND
EMERGENCY MANAGEMENT COMMITTEE MEETING**

JANUARY 12, 2012

Page 1 of 4

Chair Robert Egan called to order the regular meeting of the Law Enforcement and Emergency Management Committee at 10:00 a.m., on Thursday, January 12, 2011, in the Justice Center Conference Room, at the Vilas County Sheriff's Office, in Eagle River, Wisconsin.

Present. The following persons were present: Robert Egan, Alden Bauman, Emil Bakka, Edward Bluthardt, Sheriff Tomlanovich, Lieutenant Peske, Jail Administrator Evenson, Emergency Management Director Galloway, Human Resource Manager Kahl, Denise Ellis, and recorder Carol Krebs.

Approve agenda. Alden Bauman made a motion to approve the agenda to be discussed in any order by the Chair. Motion was seconded by Emil Bakka. All voting aye. Carried.

Approve Minutes. Emil Bakka made a motion to approve the minutes of the December 12, 2011 committee meeting. Motion was seconded by Alden Bauman. All voting aye. Carried.

Resignations/ New Appointments. No discussion.

Resolution – Hiring One Full-time Correctional Officer Due To An Appointment To Deputy Sheriff. No discussion.

Resolution 2010-73 Staffing Agreement For Double Occupancy Of Jail Cells. The committee reviewed Resolution 2010-73, the staffing agreement for double occupancy of jail cells, which was adopted by the full County Board on June 15, 2010.

Resolution – Hiring One Full-time Law Enforcement Clerk Due To A Vacancy. No discussion.

Resolution – Hiring One Full-time Law Enforcement Clerk-Evidence Clerk Due To A Vacancy. No discussion.

Part-time Deputy Sheriff – Uniform Allowance. At the last meeting, the committee requested a Resolution be drafted, to allow uniform allowance for the part-time deputies. After consulting with Corporation Counsel, Martha Milanowski, she advised the committee could authorize and approve uniform allowance for the part-time deputies, without a Resolution to the full County Board. Corporation Counsel Milanowski advised a copy of the Committee's authorization should be forwarded to the Personnel Committee.

At the last meeting the committee approved a uniform voucher, for Deputy Murray, in the amount of \$301.57. The committee was asked to approve a uniform voucher from Deputy Schramke, in the amount of \$299.41. Both employees are part-time deputies.

After much discussion, a motion was made by Emil Bakka, and seconded by Edward Bluthardt to approve Deputy Schramke's uniform allowance voucher in the amount of \$299.41, and approve a uniform allowance for the part-time deputies as follows; *"The County will provide an annual uniform allowance to part-time deputies in the amount of \$300.00 toward their initial purchase of a serviceable uniform, and thereafter an annual allowance of \$150.00 will be provided to maintain the uniform."* All voting aye. Carried. A copy of this authorization will be forwarded the Human Resource Manager, Janna Kahl.

Vacation Carryover Request. This agenda item is to advise the member's of this Committee on the action taken by the Personnel Committee. Lieutenant Troy Kane submitted a request to the Personnel Committee, for permission to carryover three unused vacations days. The Personnel Committee approved his request on Friday, January 6, 2012. The Law Enforcement Committee asked Human Resources Manager Kahl if this was the correct procedure to follow for a vacation carryover request. She researched the matter, and the following was her response, as written in the Employee Handbook: "Requests for vacation carryover must be made within 45 days in advance (of the employee's anniversary date) and must be submitted first to the employee's supervisor and then to the Personnel Committee for consideration. If granted, vacation time may not be carried over for more than 90 days."

PEHP Eligibility Issues. This agenda item is to advise the member's of this Committee on the action taken by the Personnel Committee. The department's sworn staff have been able to save up to four Holidays per year, and have the value of the four days placed into a Post Employment Health Plan at the end of the each calendar year. This year it was brought to our attention, that to be eligible for the PEHP plan, the employee had to be covered by a collective bargaining agreement. There were two employee's of the SWORD supervisory unit, that had made contributions in prior years, that were told they couldn't contribute this year (FY2011). This information was received on December 29, 2011. Due to the late date, there were not many options available to utilize their four saved Holidays. It was the opinion of Corporation Counsel Milanowski and Human Resource Manager Kahl, that the Personnel Committee could approve contributions from members of the SWORD supervisory unit, that the two employee's in question were members of. This matter was brought before the Personnel Committee, on Friday, January 6, 2012, and their action was as follows: "Motion by B. Egan, seconded by S. Hjemvick to approve contributions (under the guidelines of the plan) to employees' PEHP accounts for the SWORD supervisory staff and the Chief Deputy. All voting aye, carried.

Emergency Management Report. Emergency Management Director Galloway updated the committee on the activities of his department.

Communication Project Update. Lieutenant Peske advised the committee that he was still working on finalizing the Fire and EMS radio system simulcast project. As of today, he still doesn't have the final cost figures. As soon as he receives the figures, a joint meeting will be scheduled with the Communications Committee, so that a joint Resolution can be brought before the full County Board for their consideration. He

anticipates the joint meeting will be held sometime in February, with a joint Resolution to the full County Board at their March meeting.

Equipment Purchases – Sheriff Budget. Sheriff Tomlanovich asked the committee for permission to purchase two X26C Taser units from Stunster, in the amount of \$1,719.98. A motion was made by Emil Bakka, and seconded by Alden Bauman to approve the purchase of the two Taser's, subject to approval of the Public Property Committee. All voting aye. Carried.

Sheriff Tomlanovich asked the committee for permission to purchase a prisoner - K9 transport system for the new canine vehicle, from TKK Electronics, in the amount of \$2,013.56. A motion was made by Emil Bakka, and seconded by Edward Bluthardt to approve the purchase of the prisoner - K9 transport system, subject to approval of the Public Property Committee. All voting aye. Carried.

Equipment Purchases – Jail Budget. Jail Administrator Evenson asked the committee for permission to add two card readers, a camera, and two microphones in the area of the booking room and sallyport. The equipment and installation would be done by SimplexGrinnell, in the amount of \$7,777.00, and can be paid from the Jail Assessment line. A motion was made by Alden Bauman, and seconded by Emil Bakka to approve additional equipment and installation, subject to the approval of the Public Property Committee. All voting aye. Carried.

Jail Administrator Evenson asked the committee for permission to purchase Jail supplies, from Bob Barker Company, Inc., in the amount of \$3,319.10. A motion was made by Alden Bauman, and seconded by Emil Bakka to approve the supply Jail purchase, subject to the approval of the Public Property Committee. All voting aye. Carried.

Jail Administrator Evenson asked the committee for permission to purchase commissary supplies, from Bob Barker Company, Inc., in the amount of \$679.88. A motion was made by Alden Bauman, and seconded by Emil Bakka to approve the purchase, subject to the approval of the Public Property Committee. All voting aye. Carried.

Review Budget. A motion was made by Emil Bakka, and seconded by Alden Bauman to approve the budget report. All voting aye. Carried.

Letters and Communications. Jail Administrator Evenson shared a letter he received from Advanced Correctional Healthcare, the medical provider for the Jail.

Approval of Bills. A motion was made by Edward Bluthardt, and seconded by Alden Bauman to approve the bills. All voting aye. Carried.

Future Meeting Date. The next committee meeting is scheduled for: Thursday, February 9, 2012, at 10:00 a.m., in the Justice Center Conference room. Meeting date and time was confirmed.

Closed Session: Motion by Alden Bauman, and seconded by Emil Bakka to convene into closed session, at 10:54 a.m., pursuant to Wis. Stat. Section 19.85(1)(d) except as provided in s. 304.06(1)(eg) and by rule promulgated under s. 304.06(1)(em), for the purpose of considering applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention over which the Law Enforcement Committee exercises responsibility. A roll call vote found the following members voting yes: Robert Egan, Alden Bauman, Edward Bluthardt, and Emil Bakka. Unanimous, motion carried.

Adjourn closed session pursuant to Wis. Stat. Section 19.85(1)(d) and return to open session. A motion was made by Alden Bauman, and seconded by Emil Bakka at 11:39 a.m., to adjourn the closed session pursuant to Wis. Stat. Section 19.85(1)(d) and return to open session. A roll call vote found the following members voting yes: Robert Egan, Alden Bauman, Edward Bluthardt, and Emil Bakka. Unanimous, motion carried.

Committee may take action on matters discussed in closed session. No action was taken by the committee.

Adjournment. Motion by Alden Bauman, and seconded by Emil Bakka to adjourn. All voting aye. Carried. The meeting adjourned at 11:45 a.m.

Submitted by: Carol Krebs, Confidential Secretary