

**LAW ENFORCEMENT AND  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
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**JULY 13, 2012**

Chair Mark Rogacki called to order the regular meeting of the Law Enforcement and Emergency Management Committee at 10:00 a.m., on Friday, July 13, 2012, in the Justice Center Conference Room, at the Vilas County Sheriff's Office, in Eagle River, Wisconsin.

**Present.** The following persons were present: Mark Rogacki, Alden Bauman, Jim Behling, Sig Hjemvick, Sheriff Tomlanovich, Jail Administrator Weiss, Emergency Management Director Galloway, and recorder Carol Krebs. Not present and excused was Christopher Mayer.

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

**Approve Minutes.** Alden Bauman made a motion to approve the minutes of the June 14, 2012 committee meeting. Motion was seconded by James Behling. All voting aye. Carried.

**Resignations/ New Appointments.** There were no resignations or new appointments to report this month.

**Job Description – Dangerous Drug Investigator Position.** Sheriff Tomlanovich discussed the job description for the “Dangerous Drug Investigator Position” with the committee members present. This is the position within the department, which is currently being funded by a grant through the Office of Justice Assistance, known as the Drug Task Force Recovery Grant. The funding period for the grant is January 1, 2010 through December 31, 2012. On December 31, 2012, the grant funding will end, and Sheriff Tomlanovich wishes to retain this position. After much discussion, the committee requested the “Reasoning Ability” section in the job description be amended to read “Ability to apply common sense understanding to carry out detailed written or oral instructions. Ability to deal with problems involving variables in standardized situations.” Sheriff Tomlanovich advised the committee that he has forwarded a copy of this job description to Human Resource Director, Janna Kahl for her review, and has asked her to place it on a future agenda for discussion with the Personnel Committee.

**Prison Rape Elimination Act (PREA), DOC Chapter 350 Changes and Affordable Health Care Act – Impact on Jail Operations and Staffing.** Sheriff Tomlanovich provided the committee members with a summary of information on PREA, the Department of Corrections Chapter 350 changes, and the possible impact from the Affordable Health Care Act. Currently, the deadline for compliance with PREA is July 1, 2013. The Department of Corrections is working on determining what changes will be necessary for County Jails. This item may impact the 2013 and future budgets. Further information will be provided as it becomes available.

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

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**Equipment Purchases – Sheriff Budget.** No discussion.

**Equipment Purchases – Jail Budget.** No discussion.

**Review Budget.** The committee reviewed the budget report.

**Letters and Communications.** Sheriff Tomlanovich advised the committee that he has obtained an estimate on repairing the broken floor tiles in the Jail. A copy of the estimate was given to Public Property Committee Chair, James Behling, along with a sample of a broken tile. Mr. Behling advised that is working with the Maintenance Supervisor to generate a preventative maintenance plan. He also indicated he would bring the floor tile issue to the next meeting of the Public Property Committee.

**Line Item Transfer Request.** Emergency Management Director, James Galloway asked the committee for permission to transfer \$100.00 from his Convention, Dues, & Meetings expense line 100.52600.320; to his Supplies & Equipment expense line 100.52600.310. A motion was made by Alden Bauman, and seconded by Sig Hjemvick to approve the line item transfer request, subject to the approval of the Finance Committee. All voting aye. Carried.

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

**Future Meeting Date.** The next committee meeting is scheduled for: Thursday, August 9, 2012, at 9:00 a.m., in the Justice Center Conference room. **The meeting time (for this month only) was changed to: 09:00 a.m.**

**Adjournment.** Motion by Alden Bauman to adjourn. The meeting was adjourned at 10:52 a.m.

Submitted by: Carol Krebs, Confidential Secretary