

**Minutes of the Wood County Public Safety Committee**

**DATE:** December 12, 2016

**PRESENT:** Mike Feirer, Dennis Polach, Joe Zurfluh, Brad Hamilton, Bill Winch

**EXCUSED:** Lori Heideman

**OTHERS PRESENT:** Sarah Christensen, Steve Kreuser, Laura Clark, Dara Hamm, Nanci Kinney, Bill Clendenning, Lance Pliml, Warren Kraft, Randy Dorshorst

**LOCATION:** Wood County Courthouse

**1. Call to Order:**

Mike Feirer called the meeting to order at 1:00 p.m.

**2. Review minutes of November 14, 2016:**

**Motion by Hamilton, second by Winch to approve the minutes of the November 14, 2016 meeting. Motion carried unanimously.**

**3. Public Comments:**

No public comments.

**4. Emergency Management Department:**

**a. Communications November 2016 Claims:**

The Committee reviewed the Communications November 2016 claims.

**b. Communications Report:**

The Committee reviewed the Communications report.

**c. Emergency Management November 2016 Claims:**

The Committee reviewed the Emergency Management November 2016 claims.

**d. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management Activity Report.

**e. Resolution**

The Committee reviewed the Emergency Management Department Resolution for BNI (Building Number identification) as presented.

**Motion by Hamilton, second by Polach to approve the resolution as presented. Motion carried unanimously.**

**5. Dispatch Department:**

**a. Dispatch November 2016 Claims:**

The Committee reviewed the Dispatch November 2016 claims.

**b. Dispatch Report:**

The committee reviewed Dispatch Report.

**6. Set date, time and location of next meeting:**

**January 9, 2017**

**1:00 PM**

**Wood County Annex & Health Center - Classroom**

**7. Humane Officer:**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer report. Discussion was held regarding the ongoing issue of a cat hoarder in Auburndale.

**b. Tracking Actual Hours (WRS):**

Human Resources Director Warren Kraft explained to the Committee the importance of tracking actual hours for WRS. The issue at hand is that Nanci Kinney started in 2007, however being a per diem employee, hours were never tracked. He stated WRS standards are that the employee must be able to show actual hours worked. In this case Nanci Kinney does not have "actual" hours worked back to 2007; it would only be a guess. He pointed out that not only the County, but Nanci too, would also have to pay back their portions to WRS, along with the county receiving a penalty. Therefore HR Director Kraft stated it would be in the County's best interest if all per diem employees, to include Coroner staff, track actual hours from this point forward. He stated once an employee reaches 1,200 hours they will become part of the retirement system.

After much discussion it was decided the County would not go back to 2007 as it would only be a speculation of how many hours were worked. It was further decided that all per diem employees would track their actual hours from this point forward and once they reach the 1,200 hours they will become part of the retirement system.

**c. November 2016 Claims:**

The Committee reviewed the Humane Officer November 2016 claims.

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner report. Dara explained the Coroner's budget is going to be approximately \$7,000 short due to the unforeseen number of autopsies and unclaimed bodies throughout the year. She is currently working on a resolution that will be brought to the January meeting to transfer money from contingency to cover the shortage.

**b. November 2016 Claims:**

The Committee reviewed the Coroner November 2016 claims.

**9. Sheriff's Department:**

**a. Correspondence:** None.

**b. Courthouse Security:**

County Board Chairman Pliml stated the Active Shooter Training was held in the courthouse on December 6<sup>th</sup>. It was well received by most people. He also stated he would like to see this become an annual training.

**c. November 2016 Claims:**

The Committee reviewed the Sheriff's Department November 2016 claims.

**d. Updates:**

**Crimestoppers:** County Board Chairman Pliml stated that Crimestoppers is well funded and doing well.

**Safe Ride Initiative:** None.

**Criminal Justice Task Force:** County Board Chairman Pliml stated a meeting was held last week and from a policy standpoint it was a very good meeting.

**K9:** Magic Show dates for 2017 will be in March.

**e. Jail Items:**

All jail reports were reviewed.

**10. November 2016 Claims: Dispatch, Communications, Emergency Management, and Sheriff:**

**Motion by Hamilton, second by Zurfluh, to approve the November 2016 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**11. Agenda Items: None**

**12. Adjourn:**

**Motion by Hamilton, second by Polach, to adjourn at 2:12 p.m. Motion carried unanimously.**

Minutes taken by Wood County Emergency Management and Wood County Sheriff's Department.

*Electronically Signed by William Winch on 12-14-16.*

William Winch, Secretary  
Public Safety Committee