

Minutes of the Wood County Public Safety Committee

DATE: May 13, 2019

PRESENT: Dennis Polach, Joe Zurfluh, Mike Feirer, Jason Zaleski, Bill Winch

EXCUSED:

NOT

PRESENT:

OTHERS Sarah Christensen, Kelli Trzinski, Steve Kreuser, Scott Brehm, Ted Ashbeck,

PRESENT: Randy Dorshorst, Erik Engel, Reuben Van Tassel, Nanci Olson, Quentin Ellis,
Shawn Becker, Bill Clendenning

LOCATION: Wood County Rescue Garage

1. Call to Order:

Dennis Polach called the meeting to order at 9:00 a.m.

2. Review minutes of April 15, 2019:

Motion by Feirer, second by Zaleski to approve the minutes of the April 15, 2019 meeting as presented. Motion carried unanimously.

3. Public Comments:

No Public Comments.

4. Set date, time and location of next meeting:

June 17, 2019

9:00 a.m.

Wood County Courthouse

5. Communications Department:

a. **Communications April 2019 Claims:**

The Committee reviewed the Communications April 2019 claims.

b. **Communications Report:**

The Committee reviewed the Communications report.

c. **Job Description**

Erik talked about the changes he would like made to his job description. He would like to see the position title changed to Communications & Cyber Director. Change the job classification to Communications Director. Change the Reports to to the Public Safety Committee. In the

Purpose of Position section, change The work is performed under the direction of the Public Safety Committee. Finally, under Essential Duties, change the eighth bullet point to Prepare annual budget instead of assist with preparing. The Committee discussed the changes. Supervisor Zurfluh talked about the titles and such with the Previous Director until the Communications Department was absorbed by Emergency Management. Supervisor Clendenning pointed out that there would be different requirements for a Director than a Coordinator.

Motion by Feirer, second by Winch that the title of this position be changed to Communications & Cyber Director and that the job classification title also be changed to Communications Director. Motion carried unanimously.

Motion by Feirer, second by Zurfluh that the “reports to” be changed to Public Safety Committee. Motion carried unanimously.

Motion by Feirer, second by Zaleski to change the wording of the eighth bullet point to prepare the budget. Motion carried unanimously.

6. Emergency Management Department

a. Emergency Management April 2019 Claims:

The Committee reviewed the Emergency Management April 2019 claims.

b. Emergency Management Activity Report:

The committee reviewed the Emergency Management report.

Motion by Zaleski, second by Winch to accept the Emergency Management Report. Motion carried unanimously.

7. Dispatch Department:

a. April 2019 Claims:

The Committee reviewed the Dispatch April 2019 Claims.

b. Dispatch Report:

The Committee reviewed the Dispatch report. Supervisor Zurfluh inquired about Lori’s meeting with Peter and the letter that was sent to Solarus requesting reimbursement of payments made to fix phones that were not needed, as it was a Solarus problem. Erik stated that Lori has not heard from them as of yet.

c. Phones:

Erik discussed some of the phone issues in Marshfield and what caused them. Talked about the problem being Frontier's and how the service ticket was coded wrong resulting in a delay in them coming out to fix the problem. This caused the phone issues to last longer than they should have.

d. CIP:

Erik talked about the numbers for the equipment and space in Norwood. Answered questions on the rent cost. Half would be paid by dispatch and half by IT.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. April 2019 Claims:

The Committee reviewed the Coroner April 2019 claims.

9. Sheriff's Department:

a. Correspondences:

Sheriff Becker talked about the Wellness Program and an ongoing homicide investigation.

b. Wood County Rescue:

The Committee reviewed the Wood County Rescue report.

Sheriff Becker thanked Bill Clendenning and Dennis Polach for coming to the open house held on May 7, 2019.

Sheriff Becker stated Rescue is working with Pittsville Fire Department on more training. He also stated Rescue would be helping in June with the Marshfield parade.

c. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

Sheriff Becker told the Committee that a budgeted \$750.00 donation was given to Crime Stoppers from the Sheriff's Department.

d. K-9 Project:

No report this meeting.

Sheriff Becker told the Committee that a budgeted \$750.00 donation was given to the K-9 project from the Sheriff's Department.

Sheriff Becker talked about the ACACIA foundation and raising money for new dogs. He also spoke about the possibility of countywide participation from local departments with the foundation.

e. April 2019 Claims:

The Committee reviewed the Sheriff's Department April 2019 claims.

f. Hiring Process:

Sheriff Becker stated the list from the Civil Service Commission was certified and Captain Ellis sent out packets for interviews on May 29, 2019. He stated they are looking to hire three deputies.

g. Promotions:

Sheriff Becker stated three Patrol Sergeants will be promoted sometime in June and he hopes to have the Security Lieutenant position hired by July 1, 2019.

h. Snowmobile Patrol:

No report this meeting.

i. Jail Items:

- i. **Inmate Daily Population:** see report
- ii. **Overtime:** see report
- iii. **EMP:** see report
- iv. **Safekeeper Housing Numbers:** see report
- v. **Kitchen Report:** see report
- vi. **Maintenance:** see letter and photos provided by Captain Ashbeck. Rueben Van Tassel talked about the priority of fixing the laundry area in the jail.
- vii. **Safekeeper Housing:** see report

- viii. **Jail Inspection:** see report. Vice Chair Dennis Polach thanked Captain Ashbeck on a job well done with the jail inspection.
- ix. **New Jail:** see letter from Venture Architects.

Motion by Feirer, second by Zurfluh to accept the proposal for \$24,950.00 from Venture Architects to do study on new law enforcement center/jail and forward on to the Executive Committee with proposal.

10. Humane Officer:

a. Humane Officer Report:

The Committee reviewed the Humane Officer report.

b. April 2019 Claims:

The Committee reviewed the Humane Officer April 2019 claims.

11. April 2019 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:

Motion by Zurfluh, second by Winch to approve the April 2019 claims of all Public Safety Committee Departments. Motion carried unanimously.

12. Agenda Items for Next Meeting:

None

13. Adjourn

Meeting adjourned by Vice Chair Polach at 11:04 a.m.

Minutes taken by Wood County Sheriff's Department.

Signed Electronically by Jason Zaleski
Jason Zaleski, Secretary
Public Safety Committee