

Green County Law Enforcement Committee
Meeting Minutes from September 13, 2022

Members Present:

Richard Thoman, Chairperson
Joe Snow, Vice Chairperson
Mark Gundlach
David Tschudy
Isaiah Carlson

Non-members Present:

Dana Weber, Recording Secretary
Sheriff Jeffrey Skatrud
EMG Director Tanna McKeon

1. Verified that door is unlocked-Social distancing exercised.
2. Meeting called to order @ 5:03p.m. by Chairman Richard Thoman.
3. **Approve minutes of previous regular meeting:** Motion to approve minutes of the previous meeting by Mark Gundlach; 2nd by Isaiah Carlson. Motion carried.
4. **Review Emergency Management updates:** Emergency Management (EMG) Director Tanna McKeon advised the committee on the training and exercises that her department has attended, planned and have upcoming in the near future. EMG Director McKeon advised that all offsite plans have been completed for this year. EMG Director McKeon indicated that FEMA awarded a \$14,515.00 grant for the County Wide All Hazards Mitigation Plan to be updated and she advised that September is Preparedness month. EMG Director McKeon advised that she is still working on removing debris from the FEMA Martintown residence that was burned in July. EMG Director McKeon indicated that the department is working on replacing the mobile command unit and they are touring other counties units.
5. **Review and updates on radio system:** Sheriff Skatrud advised that the final acceptance has been signed with Baycom and the 1-year warranty agreement started in July and runs yearly. Sheriff Skatrud indicated that there are a few minor tasks that need to be completed and the project went well. Sheriff Skatrud stated that the funding for the project should be closed in the near future with some monies being returned.
6. **Training requests:** Sheriff Skatrud had the following training requests:
 - 1) A lieutenant to attend the Jail Administrator Conference from October 12-14, in Green Bay, WI with 3 overnights and a registration cost of \$110.00;
 - 2) A deputy to attend AR-15 Armorer Training in Appleton, WI with 2 overnights, November 14-15 and a registration fee of \$450.00;
 - 3) A detective and lead dispatcher to attend Crisis Negotiators Conference in WI Dells, October 19-21 with two overnights and a registration fee for the detective of \$250.00;
 - 4) A detective to attend ICAC-Internet Crimes Against Children training in Appleton, WI, October 17-21 with 5 overnights and no registration fee.

David Tschudy made a motion to approve the trainings; 2nd by Joe Snow. Motion carried.

7. **Review jail population and jail medical issues:** Sheriff Skatrud discussed the state of the department. The jail housed an average of 38 inmates for August and there are 18 on the bracelet system. Sheriff Skatrud indicated that today there are 6 females in Iowa County and it has been up to 8. Sheriff Skatrud stated that Iowa County is raising the housing fee to \$60.00/day in the near future.

There were four medical issues for the month of August, with the inmates being transported via ambulance to hospital and then released back to the jail.

Sheriff Skatrud advised that department is currently doing backgrounds on 2 female jail applicants and 1 male jail applicant.

8. Review and approve public safety and department updates; Sheriff Skatrud advised that the department patrol staff is short 4 deputies and is having a hard time finding qualified applicants, so hopefully sending 2-3 to the academy in January.

9. Review and approved proposed EMG/Sheriff 2023 budgets and 2022 projections: Sheriff Skatrud went over the proposed Emergency Management and Sheriff Department budgets with the committee and explained the increases/decreases to the committee, along with the outlay items.

Sheriff Skatrud updated the committee on the payroll and fringes and other department requests for the 2022 and the proposed 2023 budgets. Sheriff Skatrud advised that the department currently is short 10 employees. Sheriff Skatrud indicated that the WPPA is currently working 12 hours shifts and there is a 3% increase next year for wage and fringe and 1% for all non-payroll items. Sheriff Skatrud advised that the radio maintenance fees are in the budget and that is \$98,250.00. Sheriff Skatrud indicated that with the extra towers, there is an increase in electric costs. Sheriff Skatrud indicated that utility costs and fuel prices are also increasing. Sheriff Skatrud asked for some guidance as there is plumbing, lighting, parking lot, garage, etc. repairs that need to happen, but how much money should be put into this facility and these were not budgeted for. Sheriff Skatrud advised that the department budget for next year is increasing 3.62%, which meets the criteria.

Mark Gundlach made a motion to approve the 2023 Sheriff Department budget and send to Finance for approval; 2nd by David Tschudy. Motion carried.

Sheriff Skatrud updated the committee on the Emergency Management budget and most of the increase for next year is due to receiving less grant money. Sheriff Skatrud indicated that the EMPG and EPCRA grant will now be based on a calendar year, so it will run from January 1-December 31, instead of the plan year ending on September 30. EMG Director McKeon indicated that due to adding the three months to the budget that the department will receive additional funding but may not receive until next year. With the increase of the budget it is still meets the directives when put with the Sheriff's budget.

Joe Snow made a motion to approve the 2023 Emergency Management budget and send to Finance for approval; 2nd by Isaiah Carlson. Motion carried.

10. Review monthly budget: Sheriff Skatrud advised that the department has spent about 65.8% of the budget thus far this year and the department is currently on track.

11. Audit bills: The Department Bills were reviewed and signed. A motion was made by Mark Gundlach and seconded by Joe Snow to approve the bills. Motion carried.

12. Next meeting: Next meeting date is tentatively scheduled for October 11 at 5:00 p.m. Joe Snow moved to adjourn and David Tschudy seconded. Motion carried.

Meeting adjourned at 6:00 p.m. by Chairman Thoman.

Submitted by Dana Weber