

Minutes
Law Enforcement/Emergency Management Committee
October 11, 2010

Members present: Rob Reichwein, Dick Miller, John Aasen, David Suchla (1:05 p.m.) and Olin Fimreite (1:07 p.m.).

Also present: Tom Bice, Jami Kabus, Laverne Michalak, Mark Smick, Mike Nelson, Sheriff Richard Anderson, Lt. Tonya Niederkorn, Emergency Management Director Daniel Schreiner, Chief Deputy Brian Puent, Steve Dubberstein and Randy Jensen.

The meeting was called to order by Reichwein at 1:04 p.m. stating proper posting and notification has met open meeting requirements. Motion by Aasen and seconded by Miller. Motion carried 3-0.

Motion by Aasen and seconded by Miller to accept the September 1, 2010 meeting minutes. Motion carried 4-0.

Closed Session per WI Stat 19.85(1)(e) for competitive and bargaining reasons which require a closed session pursuant to Section 19.85(1)(e) Wis. Stats. to consider options for contract modifications or changes in administration.

Motion by Aasen and seconded by Suchla to enter into closed session at 1:05 p.m. Roll call vote – Miller, yes; Aasen, yes; Suchla, yes; and Reichwein, yes.

Reconvene Into Open Session

Motion by Suchla and seconded by Aasen to reconvene into open session at 2:03 p.m. Motion carried 5-0.

No action taken during closed session.

Closed Session per WI Stat 19.85(1)(c) to consider employment performance evaluation data for an employee for which the committee has jurisdiction.

Motion by Suchla and seconded by Aasen to enter into closed session at 2:03 p.m. Motion carried 5-0.

Reconvene Into Open Session

Motion by Suchla and seconded by Fimreite to reconvene into open session at 2:23 p.m.. Motion carried 5-0.

No action taken during closed session.

Law Enforcement Command Radio Grant Resolution

Chief Deputy Puent advised that this is a grant that was previously presented to the committee. The Trempealeau County Sheriff's Department, in cooperation with local municipalities, has applied for and received a Law Enforcement Command Radio Grant through the Wisconsin Office of Justice Assistance. The Trempealeau County Sheriff's Department, in conjunction with local municipalities was awarded grant funding in the amount of \$36,400 for the Law Enforcement Command Radio Project.

The Trempealeau County Sheriff's Department and local municipalities will utilize funds from this grant to purchase interoperable communications equipment to enhance communications for all law enforcement and emergency management entities within Trempealeau County. Enhanced communications within Trempealeau County will further provide interoperable communications to other law enforcement agencies within the State of Wisconsin via the WISCOM system.

Interoperable radio equipment obtained through this grant will be placed in a command vehicle that will be assigned to command staff personnel who will work directly with emergency management and law enforcement within Trempealeau County and surrounding counties. The command vehicle will be deployed to major incidents within Trempealeau County and when requested through mutual aid by other agencies outside of Trempealeau County, in an effort to coordinate agencies and various related services assigned to those incidents. The equipment will assist

with the communication needs of the Incident Command Staff by aiding them in directing services and coordinating efforts in our attempts for a successful conclusion to those incidents.

The grant is 100% funded through the Wisconsin Office of Justice Assistance Law Enforcement Command Radio Grant. The resolution requests that the 2010 Sheriff's Department Budget be adjusted to reflect an additional \$36,400 in Revenue Account 101.43212 Law Enforcement Grants and an additional \$36,400 in Expenditure Account 101.52100.810 Sheriff's Administration Capital Outlay – Communications for the purchase of interoperable radio equipment.

Fimreite questioned who wrote the grant and where the funds come from. Chief Deputy Puent advised that he wrote the grant and the funding will come from the State of Wisconsin Office of Justice Assistance. This grant is 100% funded and no additional cost to the county.

Motion by Suchla and Fimreite to approve the Law Enforcement Command Radio Grant Resolution. Motion carried 5-0.

State Criminal Alien Assistance Program (SCAPP) Grant

This grant will reimburse funds to local entities based on the number of illegal areas housed in the county jail. The Sheriff's Department has been awarded funds through this grant. A resolution will be presented at the November Law Enforcement / Emergency Management Committee meeting.

Feasibility of Main Control Duties Being Conducted by Dispatch Staff

Review of Price Quotes – Suchla advised he believes the cost is high because they asked for monitors at all three consoles in dispatch. Jensen advised the thought is if the monitor and controls are only at one console it could become an issue if the dispatch is busy, then another dispatcher may have to look over the shoulder of the individual who is dispatching in order to observe the jail cameras. After discussion Suchla advised that he would accept the quote as submitted.

Suchla also provide a quote from Mitsubishi. Suchla advised the quote is list price but he is able to get them at a reduced rate. He further advised that he would be willing to write the software for free.

Discussion of Overtime

Suchla advised there was discussion during the Executive / Finance budget hearings regarding the department's budget. Suchla advised in his proposal there would always be two individuals working in dispatch and always two individuals working in the jail. There would also be a third "floater" position which would typically work in the jail. If there is a shift that needs to be filled in dispatch then that floater position would assist in dispatch and leave only two employees in the jail for that shift. Suchla advised that only certain employees would be cross-trained between the jail and dispatch.

Anderson advised that it is important to remember that we need to maintain a female and male jailer on each shift. Niederkorn advised her concern is that as a Jail Administrator they have a duty to ensure the safety of the inmates. Niederkorn advised that with only two jailers per shift it is difficult to ensure safety of inmates and staff. Suchla advised his concern as a taxpayer is the cost.

Suchla advised that the idea is to recoup a portion of the overtime in dispatch and jail. He is looking at reducing overtime in the jail by \$40,000 and reducing overtime in dispatch by \$35,000.

Anderson advised it was discussed with the Executive / Finance Committee that these proposals will take some time to work out with the union. His suggestion is that we look at other options to reduce funding for 2011 and then take these options into consideration for 2012 budgets.

Discussion on Policy of No More Than One Jailer Off Per Shift

Suchla advised in order to reduce overtime and make his proposal work it would require only one Jailer and only one Dispatcher off per shift. Suchla further advised they are looking for concessions from the union to limit it to only one person off per shift. If the union is not willing to agree to these concessions then there could be additional layoffs. Jensen advised that the union's position would be that is a bargaining issue.

Suchla advised that there are other counties that are doing the same duties within the jail and dispatch with far less people than what we are currently utilizing in Trempealeau County. Jensen requested committee members to sit in the jail during a shift. He further advised he would come in on his day off to explain what is occurring.

Suchla advised he believes this is a compromise as this option will not eliminate staff positions. Suchla advised that if there are no concessions on this then the third jailer position in the jail could just be eliminated.

Miller advised the assumption is made that numbers make all the difference. Miller advised it is also important to ensure a minimum number of staff for when problems occur.

There was a question that if there would be an attempt to operate the jail with two jailers, then we consider moving the dispatch center back up to the second floor, in the vicinity of the jail. This would provide more interaction between dispatch and the jail.

Suchla questioned how much it would cost to move the dispatch center to the second floor, in the vicinity of the jail. Miller advised there would be some initial cost but in the long run it could provide a savings to the county. Suchla requested that quotes be obtained for the cost of moving dispatch onto the second floor, in the vicinity of the jail (law library).

Sheriff Anderson again advised that he would invite the committee members to observe a shift in the jail to see what occurs on a daily basis.

Suchla requested that the next agenda include obtaining price quotes for moving the dispatch center up to the second floor in the vicinity of the jail (law library).

Jail Addresses

No discussion at this time.

Discussion of General Operations

Sheriff Anderson advised that the COPS grant application Offender Reentry and Alternatives to Incarceration grant has been denied.

The committee was advised that the Sheriff's Office is once again sponsoring the Christmas is for Kids program, providing Christmas gifts for children in need throughout Trempealeau County.

Sheriff Anderson further advised that the overtime costs associated with flooding have been forwarded to the Emergency Management Director to submit to FEMA.

Questions Regarding Monthly Vouchers

Monthly vouchers were reviewed.

Storms / Flooding of September 22 and 23, 2010

Schreiner gave the committee a synopsis of the storms / flooding on September 22 and 23, 2010. The committee was also provided with a lengthy report containing a synopsis of the events from these dates. Schreiner advised the initial flooding in Arcadia was caused by the Turton Creek and Myers Valley Creek overflowing their banks. There was flooding county wide as a result of these storms. There was an incident command center setup at the Town of Arcadia building from early Thursday morning through Sunday. There were multiple agencies involved in the response to these events.

Schreiner advised that uniform damage reports were submitted to the State. FEMA was in Trempealeau County for two days last week in order to obtain initial damage reports. Schreiner further provided the committee with a spreadsheet for damage assessment.

Schreiner advised he has been told that the threshold for federal assistance has been met for statewide assistance. He is waiting for official notice of a Presidential Disaster Declaration. Schreiner advised this is only public assistance. Schreiner has been advised that we did not meet the threshold for individual assistance. He is requesting further information at his upcoming regional meeting. Schreiner advised that he will continue to update the committee as he receives more information.

Storm of August 13, 2010

This was previously discussed.

Tower Lease Budget

There is no update on the cost of tower leases. Schreiner advised he made a phone call to the supervisor of the individual that is not answering his calls at US Cellular.

Communication Project Update – Steve Dubberstein, CSI

Dubberstein advised he would like to go over the project as to what has changed from the last meeting until this time. Dubberstein advised that last week they conducted a design review with Aasen and Smick.

Dubberstein advised the question is what kinds of decisions need to be made today. The one critical item is FCC licensing of radio sites. There is a way of migrating onto the new radio system. The goal is to start the system with some of the channels using wideband, which would ease the transition. The FCC will not license any new wideband channels after January 1, 2011. This process typically takes two months. The coordinator processes everything and then submits it to the FCC. Dubberstein advised that it is critical to get the licensing request to them in the next week or so, in able to be able to obtain the wideband frequencies for the project. If there are more sites that are under consideration we could license the additional sites until the sites are finalized. The cost is approximately \$800 to \$1,000 per site. The question is what sites we want to license and how many. If the sites are license they do not have to be utilized. FCC does not charge a fee but the coordinator does and FCC requires that you go through a coordinator.

Dubberstein advised he would like to continue to appear with the committee until the committee no longer feels it is necessary. He will also meet with the oversight group twice per month. Dubberstein presented the committee with a chart to show them where the cost of the project is to date. If the project is completed with everything up to date this is where the county would stand at this time. Dubberstein advised that he will provide the update of this chart for the committee at each meeting.

Dubberstein advised that the main activity since the last meeting is to try and come to a conclusion on what towers will be used. The idea is to try and reduce the rental costs. Dubberstein presented the committee with several versions. CSI proposed system is the originally proposed system. This option included Wilber Lime and Karlstad tower sites which have since had leasing issues. Option number one includes the US Cellular site just west of Strum. Verizon advised that they can do some no cost leases, which would replace the Karlstad site and US Cellular has a tower that could replace the Wilber Lime tower site. Dubberstein advised he has not done any additional pricing or change orders at this time.

Schreiner is speaking with Verizon to determine if we could use their shelter at the Osseo tower site. Dubberstein further advised that there is not a lot of land available at the Osseo tower site. Verizon has agreed to a no cost lease at this location but the question at this time is if they will allow the county to use a portion of their shelter. Schreiner advised he has been playing phone tag with the representative from Verizon but it has been difficult because of the flooding issues he has not been in the office much the past few weeks. Dubberstein advised that this is a perfect site. The tower is in an ideal location and it is better the Karlstad site that it would be replacing. The other Verizon sites that were available do not work well within the system.

There was also some discussion of a tower being put up by the Arcadia Fire Department. Schreiner advised that he will check into this possibility.

Option number two includes tower sites at Dairyland in Whitehall, TCC in Independence and Strum and US Cellular and Verizon tower sites. Dubberstein advised that after looking at these sites he determined that the Dairyland site is a little old and the shelter is not large enough to hold the county's equipment. The next tower he looked at was the TCC Independence tower. Dubberstein advised it is difficult to get to this tower location. This tower is very old and is a very light duty design which also has two large antennas on it. The shelter at this location was large enough to hold equipment. Dubberstein advised he did not consider this a viable option. The final tower that he viewed was TCC in Strum. That tower is older but the building is quite large so he would consider this a viable tower site. The committee advised that TCC is considering reducing their tower lease price for the county.

Loading studies have been done at the US Cellular sites in Whitehall, Blair, Ettrick and Galesville. A loading study has not yet been done on the US Cellular Arcadia site. If other tower sites were chosen there is a possibility that

additional loading studies would need to be done at the new locations. The company that owns the towers would be the one to determine if a loading study was necessary and who pays for it.

Aasen questioned how close we are to obtaining leases with US Cellular and Verizon. Schreiner advised that he has left voice messages for the contact person. They are in the process of negotiating month to month fees but he has not had a response from them.

Aasen advised that in his opinion option number one seems to be the cleanest. Suchla advised the only potential change for this option may be the TCC Strum site as that location has a shelter that the county may be able to use. There was discussion that TCC would need to reduce their monthly lease rate in order to make this a viable option.

Dubberstein advised that there is a possibility to include an extra site in order to submit the applications.

Schreiner advised that he has a commitment from Verizon for the lease at the Osseo site. They need to determine if the county will be able to utilize the shelter. The other option for this tower site would be to build a new tower. There has been no site determined to be build a new tower.

The committee is in agreement that the original CSI proposal system is not a good option at this time. The committee further advised that they have concerns with the distance between Osseo and Ettrick in option number two. The committee's consensus is that option number one seems to be the best option, with consideration of either the TCC tower site in Strum or the US Cellular tower site in Strum.

Motion by Reichwein and seconded by Suchla to approve option number one, with the option of using either TCC tower site in Strum, US Cellular tower site in Strum or Eleva water tower site. This would require FCC licensing applications on nine tower sites. The motion further indicates that the oversight committee could add one additional tower site for FCC applications if the oversight committee is able to negotiate free use of the WKBT tower site. Motion carried 5-0.

Dubberstein advised that option number one is better than the original CSI proposal system. Suchla questioned why the Eleva water tower was no longer an option. Motion was amended to include the Eleva water tower site as another option in that area, resulting in FCC applications at nine tower sites.

Dubberstein advised that today's decision will help them to move forward with the application process. He further advised that how quickly they are able to move forward with US Cellular will determine what they are able to achieve this fall.

Dubberstein advised that in the original pricing there was an additional cable that would be pulled and the proper outdoor grounding of that current tower. Dubberstein advised that these options will be able to be removed and is actually more than running all the cable to the boiler room. This will result in a savings to the county.

Suchla advised that there was a comment that the current tower at the courthouse had rust and corrosion. Dubberstein advised this comment came from the tower consultant. Dubberstein further advised that this individual is straight forward and even though the original tower loading study failed at the Wilber Lime site this individual was able to develop another option. Suchla advised he does not believe there is any rust at the courthouse location. Dubberstein advised he repeated information received from the tower consultant. The oversight committee has the authority to approve this change order.

Dubberstein advised that at this time there is no concern about going over the bonded amount for this project.

Suchla questioned Dubberstein on their markup on the tower. Dubberstein advised that there are other things that are considered in the markup. Dubberstein advised that if the county wants to consider purchasing the tower from another source it is important to compare apples to apples. Dubberstein advised that if this would come up in the future and the county wanted to do something without going through their company it would be important to communicate the information. Suchla advised there may be additional shelters in different locations and the county may want to consider purchasing a shelter directly. Dubberstein advised if the county chose to do that it would be an option but purchasing the shelters through their company they also oversee management of this project.

Schreiner advised it appears the state will meet the threshold of damage and there will be a Presidential Disaster Declaration. If that occurs it will require additional work on Schreiner's part and he will not have time to deal with

the communication project. Dubberstein is aware of this and just requested that there would be a liaison to work with the County Board and CSI. Schreiner spoke with the Sheriff who suggested that Chief Deputy Puente take over as the liaison. Suchla advised that he does not think that we should change the liaisons in the middle of this project. Schreiner suggested that Chief Deputy Puente take over the duties with FEMA.

Schreiner advised the initial estimate for FEMA is approximately four to six weeks worth of work. Schreiner advised that he has never dealt with FEMA assessments in the past. Schreiner advised he is hoping to find out in the next few days if there will be a Presidential Disaster Declaration. Miller questioned Schreiner if he knew what the process would be if there is a Presidential Disaster Declaration. Schreiner advised it is his assumption that he would be involved in setting up meetings. If there is a declaration municipalities need to meet with FEMA representatives and sign legal agreement documents. Once that is in place there would be additional detail meetings. All of the municipal individuals need to meet with FEMA representatives to review their damage in detail in order for FEMA to determine if that damage applies. The State of Wisconsin has indicated that if there is a declaration our work is just starting. Schreiner advised he will attempt to get a detailed account of what that will entail. Miller advised were it not for the storm everyone would expect Schreiner to continue with the communication project. Miller advised we have no control of acts of nature and responding to this disaster is his first priority. Schreiner advised if there is no Presidential Declaration it will be a moot point. Reichwein advised that we postpone making this decision until the November meeting.

Suchla questioned what the timeline is once the leases are approved. Dubberstein approximately six to seven months after the leases are approved they should have everything on the air. This process of getting things on the air would be expected to start approximately four months after the leases are approved. The tower at the courthouse location is expected to begin next week. Dubberstein advised at this time the big question is if they will be able to pour concrete before the ground freezes.

Statement from TCCTV

Schreiner requested authorization to pay a bill from TCCTV for a copy of the previous Law Enforcement/Emergency Management Committee meeting.

Motion by Fimreite and seconded by Aasen to pay the statement from TCCTV. Motion carried 4-1. Miller voted no.

Suchla advised he feels that since this was used for committee purposes there should be no cost. Suchla requested that Fimreite bring this issue up to his committee.

Set Next Meeting Date/Time

The monthly Law Enforcement/Emergency Management Committee meeting will be held on Wednesday, November 10, 2010 at 2:30 p.m. in the Tremple Room.

Reichwein adjourned the meeting at 5:22 p.m.

Respectfully submitted,
John Aasen/rms Secretary, Law Enforcement/Emergency Management Committee