

Minutes
Law Enforcement/Emergency Management Committee
August 20, 2014

Members Present: Rob Reichwein, John Aasen, Richard Frey (2:55pm), Olin Femreite, Jon Shultz (2:40pm)

Also present: Sheriff Richard Anderson, Lt. Dan Schreiner, Jami Kabus, Renee Lyon, Dick Miller. Chief Deputy Brian Puent

Meeting called to order at 2:30 p.m. by Aasen stating proper posting and notification has met open meeting requirements. Motion made by Femreite and seconded by Reichwein to approve the agenda as posted. Motion carried 3-0.

Motion by Femreite and seconded by Reichwein to approve the July 16, 2014 meeting minutes. Motion carried 3-0.

Renee Lyon-Director of Child Support Agency

2015 Proposed Budget Review

Lyon submitted her departments proposed 2015 Budget and noted that Continuing Education line item increased for the attendance of the fall and spring National Child Support Agency Conference in Milwaukee this year and would like to attend causing an increase to the line item expense of \$2750 with a 66% reimbursement by the State; levy will receive about \$935 for this line item. Overall Budget levy request is lower. It should be noted that two new personnel were hired beginning at lower level of pay, with increases to Sheriff's Fees and Legal Corporate Counsel fees. There have been additional court dates in 2014 which have required the use of live interpreters. Additional court dates per month due to increase of the number of cases which have been in the form of an action to establish support. Additional increase line items included Telephone Expense, Shredding Expense and Photocopies Expense. Motion made to approve Child Support Agency Budget and forward to Executive Finance by Aasen, seconded by Femreite. Motion carried 3-0.

Review of internal Child Support Agency Policy

Lyon distributed to the Committee a copy of the Trempealeau County Child Support Agency Employee Handbook which is specific to their department. No action necessary.

Rian Radtke-Corporation Counsel

Courthouse Emergency Procedures Policy

In the absence of Radtke, Chief Deputy Puent presented to the Committee the Courthouse Emergency Procedures booklet. Puent stated this procedure has been upgraded and is a streamlined protocol; however, in the event of an emergency occurring in the Courthouse, employees would know what to do if a situation arises. Puent asked the Committee to take this Emergency Procedure Policy before the County Board for full approval. Motion to approve made by Femreite, seconded by Schultz. Motion carried 4-0.

Emergency Management/Dispatch

E911 Co-Location Verizon Osseo Tower

Dan Schreiner advised the Verizon Tower in Osseo provides space on their tower for public entities. We made an agreement in the past to pave the road to the tower site and that the landowner is very particular on how things are done on their property, i.e. issues with the grade towards the landowners shed. Verizon has inquired if this has been completed yet. The Highway Commissioner will check out the area. Plans have been received from Verizon and an Engineer Consultant will review and get back to us. Information only; no action required at this time.

Discussion of Monthly Department Activities/Concerns

2015 Proposed Budget Review

Sheriff Anderson gave an overview of the proposed Budget to the Committee noting a request for an additional Secretary position. This position was proposed for 32 to 40 hours which will allow Administrative staff to complete their assigned job responsibilities in a timely fashion. Motion was made by Reichwein to approve the 2015 proposed Budget including the full-time Secretary position for 32 hours and send to Executive Finance, seconded by Frey. Motion carried 4-0.

Impound Shed

Sheriff Anderson advised the Committee that the Health Care Center will be adding on and will be tearing down our Impound Shed that stores vehicles from crashes or stolen property until after Court hearings. The Health Care Center will be putting up a pole shed which will be utilized as our Impound Shed which can also be used as an overflow of our Evidence Room. Information only, no action needed.

Questions Regarding Monthly Vouchers

None. Motion to approve made by Femreite, seconded by Reichwein. Motion carried 4-0.

Discussion of General Operations

Frey stated that on behalf of Deb Suchla, Director of Human Services, a big thank you is extended to the Sheriff's Office, Dan Schreiner and Bonnie Kindschy for their professionalism during the tragic loss of a County employee and relatives of staff within her department. Suchla expressed her gratefulness on how the Sheriff's Office handled this incident and their heartfelt sincerity to family members. This was above and beyond the duties of the Sheriff's Office.

No other items.

Next Meeting Date/Time

September 17, 2014 at 2:30 p.m. – Packer Room

With no further discussion, Aasen adjourned the meeting at 3:26 p.m.

Respectfully submitted,

Richard Frey

Secretary, Law enforcement/Emergency Management Committee

Minutes by: Carol Ressler