

**Green County Law Enforcement Committee**  
Meeting Minutes from September 12<sup>th</sup>, 2018

**Members Present:**

Richard Thoman-Chairperson  
Sherri Fiduccia-Vice Chairperson(*left 10:30am*)  
Calvin Wickline  
Aaron Withee  
Joe Snow

**Non-members Present:**

Dana Weber-Recording Secretary  
Sheriff Mark Rohloff  
  
Emer. Mngt. Director-Tanna McKeon  
Dispatcher Katherine Vetterli

1. Verified that door is unlocked.
2. Meeting called to order @ 9:30 a.m. by Chairman Richard Thoman. Motion to approve minutes of the previous regular meeting by Calvin Wickline; 2<sup>nd</sup> by Joe Snow; There was no previous special meeting. Motion Carried.
3. **Review Emergency Management updates;** Emergency Management Director Tanna McKeon informed the committee on training and exercises that are coming up. Emergency Management Direct McKeon advised the committee on the off-site hazardous material plan that she has been working on. EMG Director McKeon updated the committee on the flooding that happened in August and she informed the committee that she is still seeking reimbursement for turnout gear for Brodhead Fire, which was contaminated and cannot be utilized again.
4. **Review EMS updates;** Sheriff Rohloff advised that the EMS Director will be submitting requests next month for training reimbursement. Sheriff Rohloff advised that the department is looking at an EMD-Emergency Medical Dispatch system for the dispatch center. An **emergency medical dispatcher** is a professional tele communicator, tasked with the gathering of information related to medical emergencies, the provision of assistance and instructions by voice, prior to the arrival of emergency medical services (EMS), and the dispatching and support of EMS resources responding to an emergency. Dispatcher Katherine Vetterli advised that the Ad Hoc Committee is working on this project and the dispatchers have received CPR training and currently the dispatch center transfers call to the Monroe Clinic to help as the department is not trained or licensed to give medical information. The program is moving along and with the volunteer's decreasing in the county and the increase in responsibilities it would be advantageous to recommend this program and implement adequate staffing to provide care to the callers of Green County.
5. **Review and updates on Radio System:** Sheriff Rohloff stated that the Radio Ad Hoc is meeting weekly with Elert and Associates and are focusing on moving forward. The Radio Ad Hoc Committee will hopefully have a Request for Proposals soon and a presentation to take to the County Board in November. Sheriff Rohloff indicated that the State of Wisconsin has finalized their proposals for the WISCOM radio system and they are trying to make it a day to day system.
6. **Training Requests:** Sheriff Rohloff requested to send a deputy to Radar/Lidar Instructor training in Appleton, WI, November 5<sup>th</sup>-7<sup>th</sup>, with three overnights and a registration cost of \$215.00. Sherri Fiduccia made a motion to approve the training; 2<sup>nd</sup> by Joe Snow. Motion Carried.
7. **Review Jail Population and jail medical issues:** Sheriff Rohloff discussed the state of the department. The jail housed an average of 49 inmates for August and the population has been in the upper 40's. Sheriff Rohloff advised the committee that Potter Lawson was here to look at the aging Huber facility and it would cost \$25,000.00 for them to do a study for the jail Huber facility. Sheriff Rohloff advised that there is a leak in the Huber facility and we have very few options to house these inmates.

The Huber dorm can house 14 inmates so if we have any more plumbing problems we will need to move the inmates to the secure side of the building, send to other jails, or put out on the bracelet program. Sheriff Rohloff indicated that we will need to come up with some kind of solution as this facility must be state compliant.

**8. Review and approve Public Safety and Department updates;** None at this time.

**9. Review and approve proposed bids for parking lot project;** Business Manager Dana Weber advised that we have 2 bids to fix the parking lot. The two bids were from Stateline Paving and Bartelt Enterprises and the department would also like to add to have the entrance to the impound lot added to project. Sherri Fiduccia made a motion to accept the Bartelt Enterprises bid; 2<sup>nd</sup> by Calvin Wickline. Motion Carried.

**10. Review and approve proposed 2019 budgets and 2018 projections;** Sheriff Rohloff and Business Manager Dana Weber 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 Rohloff and Business Manager Dana Weber discussed the payroll and fringes and other department requests for the 2018 and the proposed 2019 budget.

Richard Thoman made a motion to approve the 2019 Emergency Management and 2019 Sheriff Department budget and send to the Finance Committee for approval; 2<sup>nd</sup> by Calvin Wickline. Motion Carried.

**11. Review and approve Underground Storage Tank updates;** Sheriff Rohloff indicated that he had to go to the Finance department to get bond approval for the tank as the department was informed that no insurance company will insure the underground diesel tank due to the age of the tank. The department is still gathering information and quotes on moving forward with this capital project for next year for the tank removal and an alternative backup power for the department.

**12. Review monthly Budget:** Each committee member received a copy of the July budget and the department is currently on track.

**13. Audit bills:** The Department Bills were reviewed and signed. A motion was made by Calvin Wickline and seconded by Aaron Withee to approve the bills. Motion carried.

**13. Next Meeting:** Next meeting date is on Wednesday, October 10, 2018, at 9:30 a.m. Calvin Wickline moved to adjourn and Aaron Withee seconded. Motion carried. Meeting adjourned at 10:57 a.m. by Chairman Thoman.

*Submitted by Dana Weber*