

**MINUTES**  
**Monday, March 9, 2020**

**PUBLIC SAFETY**  
**COMMITTEE**

*Door County Justice Center  
Multi-Purpose Room, 1<sup>st</sup> floor  
1201 South Duluth Ave., Sturgeon Bay, WI*

*Oversight for Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Department*

**Call Meeting to Order**

Chairman Joel Gunnlaugsson called the March 9, 2020 Public Safety Committee meeting to order at 12:00 p.m. at the Door County Justice Center.

**Establish a Quorum**

Members present: Joel Gunnlaugsson, Jon Koch, David Englebert, Megan Lundahl, Laura Vlies-Wotachek, and Roy Englebert. Linda Wait-excused.

Others present: Administrator Ken Pabich, ES Director Aaron LeClair, Captain Bob Schultz (EMS), Sheriff Tammy Sternard, Chief Deputy Patrick McCarty, Jail Lt. Kyle Veesser, Renee Domask-Jail Mental Health Provider, Susan Kohout, and Administrative Assistant Diane Franklin.

"These minutes have **not** been reviewed by the oversight committee and are subject to approval at the next regular committee meeting."

**Adopt Agenda / Properly Noticed**

Motion by Koch, seconded by Vlies-Wotachek to adopt the agenda. Motion carried by unanimous voice vote.

**Approve Minutes of February 10, 2020 Regular Public Safety Committee Meeting.** D. Englebert makes correction to Signage agenda item, the line second from the bottom of the paragraph "...have a meeting with the towns to see how we can work it out with them on how to recoup the cost from the landowner." D. Englebert states the funding part has yet to be determined, committee members agree. To change to "...have a meeting with the towns. Funding of project yet to be determined." Motion by Lundahl, seconded by R. Englebert to approve the minutes of the February 10, 2020 Public Safety Committee Meeting with the changes. Motion carried by unanimous voice vote.

**Correspondence**

None.

**Public Comment**

N/A.

**Supervisor Response**

N/A.

**Continuing / Pending Business**

No continuing or pending business presented.

**Emergency Services**

**Monthly Report**

ES Director Aaron LeClair reviewed the report included in the meeting packet.

**FYI – Fall Prevention Program Presentation**

ES Director LeClair states this program just started in January 2020. Captain Bob Schultz is heading up the program and states he is working in partnership with the ADRC who offer fall prevention programs. Participation in the Fall Prevention Program is voluntary. When EMS is dispatched to a call for a fall, the patient will be referred to the ADRC for Fall Prevention Programs they offer, they can accept or decline the offer. In January 2020, they had 22 referrals and 13 have accepted the help from ADRC.

### **FYI – Washington Island Facility progress update**

ES Director LeClair states a meeting with the contractors is scheduled for March 12, 2020.

### **Ambulance Fee Review – Follow up.**

Vlies-Wotachek inquires about an option to consider charging a fee for lift assists and the money collected would go to the ADRC for senior programming. Maybe even consider a non-resident fee and a resident fee. Discussion. Gunnlaugsson states the Resolution for Fee for Service was approved at County Board last month.

### **FYI – Out of State Training/Travel - Billing**

ES Director LeClair states the two office staff that handle the billing attend training that is normally in Missouri; one staff member has a conflict with the date of this training in Missouri so they may be attending the same training in Florida.

### **ES Write-Off's (Review/Action).**

On a motion by Vlies-Wotachek, seconded by D. Englebert the ES Write-offs were approved. Motion carried on a unanimous voice vote.

## **Emergency Management & Communications Communications**

**FYI – 2019 Emergency Management and Communications Annual Report.** No discussion.

### **FYI – 2019 Final Budget.**

County Administrator Pabich states the EM&C 2019 budget closed with a surplus due to vacancies.

### **Update – FCC Radio License.**

County Administrator Pabich states the FCC Radio License is still under review.

## **Communications**

- **FYI – Monthly Report.** Reviewed.

## **Emergency Management**

Nothing to report.

## **Sheriff's Department**

### **Jail Division**

### **Review: Average Daily Population Report**

Jail Lt. Kyle Veaser reviewed the report included in the meeting packet.

### **Review: Jail Mental Health Report**

Jail Lt. Kyle Veaser reviewed the report included in the meeting packet.

### **Update: Operation Fresh Start**

Renee Domask – Jail Mental Health Provider states that Operation Fresh Start is a program to help reduce recidivism in the jail through education, mental health services, and employment training. The program was started in 2018, 18 inmates participated and two graduated; in 2019, 26 inmates participated and 10 graduated. Inmates that participate in Operation Fresh Start receive bed day credit towards their sentence; in 2019 there were 335 bed days saved.

### **FYI: Response to request for Long-Term Housing of Kewaunee County Inmates.**

Sheriff Sternard reviews the letter she sent to Sheriff Joski of Kewaunee County (included in packet).

**FYI: 2020 CIP Project – PLC Upgrade.**

Lt. Ve eser states this is a door upgrade in the jail, the system went down for a day and the deputies had to use a key to get around the jail. The current system is the original system that was installed when the Justice Center was built in 2005.

**FYI – Door County Sheriff’s Office to host May 2020 Badger State Sheriff’s Association Conference.**

Sheriff Sternard states Door County will be hosting the May 2020 Badger State Sheriff’s Association Conference which will be held May 19-21, 2020 at the Landmark Resort.

**2019 Door County Sheriff’s Office Annual Report.**

Sheriff Sternard reviews report with committee.

**Commendations**

Lt. Ve eser reviews commendation for the Jail Staff from an inmate from another County being housed in the Door County Jail. Sheriff Sternard reviews commendation for Sgt. Troy Montevideo.

**Request for Agenda Items for Next Month’s Meeting**

- Discussion: Staffing the South Station
- Drug issues in Door County

**Review of Vouchers, Claims and Bills**

Reviewed.

**Next Meeting Date**

Regular Meeting – April 13, 2020 @ 11:00 a.m.

**Meeting Per Diem Code**

911.

**Adjourn**

Motion by Koch, seconded by Lundahl to adjourn. Motion carried. Time 1:19 p.m.

Respectfully submitted by Diane Franklin, Administrative Assistant