Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present:  Jim Ross, Jon Aubart, Scott Bjork, Ken Snow, Jerry Kosin
Others Present:  Sheriff Hove, Chief Deputy Matthys, Lieutenant Mike Knoll, ME Worsing, AC Jo Ann Miller

Determine if Quorum is Present: Yes

Motion to Adopt Agenda by Bjork / seconded by Snow, carried agenda adopted

Motion to approve November 6, 2013 LEC minutes by Bjork / Aubart seconded, carried approved

Public Comment: Snow request from now on Agenda and Minutes be mailed to committee members.

Discuss ME YTD statistics and discussed Mass Fatality Planning

Discuss and take action on out of state travel to NIC in Colorado the last week of February 2014 for Jeff Holst, Jo Ann Miller, Sheriff Hove and New Jail Administrator/Lieutenant. Motion to approve training pending acceptance from NIC by Snow / Kosin seconded, carried approved pending NIC acceptance

Discuss Aid to Fire Fighter Grant and implementation of radio components. Lt. Knoll indicates equipment is installed and in use. Still working on fine tuning with good feedback so far. Hope to close out grant in January 2014.

Discuss and take action on job description for Lieutenant/Jail Administrator for Jail/Dispatch. Per State Law Pierce County needs a Jail Administrator last description was Bjorklund Study job description and recently completed JDQ. After discussion deferred back to Sheriff and Administrative Coordinator to write job description.

Future Agenda Items:  Lieutenant Job Description for Jail/Dispatch, 911 Feasibility Study

Next meeting date : Wednesday January 8, 2013 4:00 p.m.

Motion to adjourn by Snow/Seconded by Bjork, carried
Meeting Convened: The meeting was called to order by Chair J. Ross at 4:00 p.m.

Establish Quorum: Members present at the meeting were: James Ross (District #10), Jerry Kosin (District #15), Scott Bjork (District #7), Ken Snow (District #9) and Jon Aubart (District #3). A quorum was established with all members attending. Also present were: Jeff Holst (District #16); Sheriff Nancy Hove; Chief Deputy Jason Matthys; Lieutenant Mike Knoll; Lieutenant Wade Strain; Administrative Coordinator JoAnn Miller; Corporation Counsel Brad Lawrence; and Michelle Schulte.

Approve Agenda: Motion by K. Snow / S. Bjork to adopt the agenda. Motion carried.

Dispatch / Jail Lieutenant Job Description and Position Refill
Chair J. Ross referred the committee to the position description handed out prior to the meeting asked Sheriff Hove to provide the background.

Sheriff Hove indicated that the position description needed to be rewritten in order to take into consideration the responsibilities assigned to Lt. Knoll over the years and to reflect the needs of the department moving forward. She consulted with Chief Deputy Matthys, other Sheriffs and has put together a description that requires input and direction from the committee. She stated she was in contact with Personnel Coordinator Sandra Langer and Administrative Coordinator J. Miller following Lt. Knoll’s retirement announcement in mid-November and was told they could not take action to refill the position until an official letter of resignation was received. Lt. Knoll submitted his resignation at the end of November however she has not received authorization to begin recruitment for a replacement. She stated that by statute, it is the responsibility of the Sheriff to take charge and custody of the jail. Although she and the department can pick up some of the slack in his absence, she expressed urgency in moving this along due to the length of time it typically takes to move through the entire hiring process.

Chief Deputy Matthys outlined the proposed position description. Currently, the Jail Lieutenant is in charge of the jail and dispatch, which is unlike most counties, and he pointed out functions specifically related to dispatch. (J. Holst arrived at 4:28 p.m.) Sheriff Hove stated she has the authority to assign duties to deputies as necessary and that these are responsibilities that could be removed from the position description and reassigned in order to allow the person hired to concentrate on jail administration. Due to the dual role of jailer/dispatchers in Pierce County, Chief Deputy Matthys stated that the new lieutenant would still have oversight of the personnel in dispatch but would not have charge of the functional operations of the dispatch center. J. Aubart commented that in his review of the
position descriptions of other Jail Lieutenants, he did not find one that did both and felt it would be a good time to split the duties. **Motion by J. Aubart / S. Bjork to separate dispatch duties from the position description and have the Sheriff assign the duties to existing staff by Sheriff.** Motion carried with all in favor.

The committee discussed other revisions to the position description. They made changes to the purpose of the position as well as the minimum training and experience required by applicants in order to make qualifications more specific. Job duties were also revised to bring them into conformity with the removal of dispatch functions. **Motion by J. Aubart / K. Snow to recommend the Finance and Personnel Committee at their next meeting approve the position description for the Lieutenant / Jail Administrator as revised.** Motion carried with all in favor.

Sheriff Hove questioned whether the revisions to the position description warrant approval from the Finance and Personnel Committee. J. Miller and B. Lawrence advised that that it would. Because the next Finance and Personnel Committee meeting is not until January, Sheriff Hove questioned whether she could move forward with advertising for the position. J. Miller indicated that she did not feel comfortable advertising for a position in which the description has not been approved by Finance and Personnel Committee. She also believed that waiting until January to advertise for the position would bring about a better pool of candidates. For those reasons, she would not authorize refilling the position until approval of the job description is granted by the Finance and Personnel Committee. Sheriff Hove strongly disagreed with postponing refilling the position. B. Lawrence also raised concerns about waiting and recommended expediting the process so the position can be refilled as soon as possible. Chair Ross joined in seeking to move the matter along. Sheriff Hove asked if a special Finance and Personnel Committee meeting could be called in order to keep the process moving. J. Holst indicated that he would not authorize a special meeting. J. Kosin felt that the process to find a qualified candidate should not be rushed and would also rather wait until January. **Motion by J. Aubart / S. Bjork to recommend the position of Lieutenant / Jail Administrator be refilled pending the approval of the position description by the Finance and Personnel Committee.** Motion carried with all in favor.

**Adjourn:** Motion by K. Snow / S. Bjork to adjourn. Motion carried.

Meeting adjourned at 5:39 p.m.

Respectfully submitted by Michelle Schulte.
Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present:  Jim Ross, Jon Aubart, Scott Bjork, Ken Snow, Jerry Kosin

Others Present:  Sheriff Hove, Chief Deputy Matthys, ME Worsing, AC Jo Ann Miller, Ruth Wood

Determine of Quorum is Present:  yes

Motion to Adopt Agenda by Kosin / seconded by Aubart, carried agenda adopted

Motion to approve September 4, 2013 LEC meeting minutes by Aubart / seconded by Kosin, carried approved

Public Comment:  None

Administrative Coordinator Jo Ann Miller discussed jail study.

Administrative Coordinator Jo Ann Miller discussed update on 911 Feasibility Study with St. Croix County.

ME John Worsing discussed YTD statistics and process for Investigative Demand process

Committee will convene into closed session pursuant to Sec 19.85(1)(f) WI Stats for purpose of considering financial, medical, social or personal histories or disciplinary data of specific person(s) preliminary consideration of specific personnel problems or the investigation of charges against specific person(s) except where par.(b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems of investigations: Leave of Absence of Law Enforcement employee:  Motion to convene into closed session at 4:23 p.m. by Aubart / seconded by Bjork, roll call voice vote all yes.

Committee/Board will return to open session and take action on closed session items, if required. Motion to convene into open session by Kosin / seconded by Bjork, roll call voice vote all yes back into open session at 4:27 p.m.  Motion by Kosin / seconded by Bjork to approve an unpaid leave of absence for VanSomeren effective six weeks from November 1, 2013 through December 13, 2013. Motion passed

Future Agenda Items: None

Next meeting date set for Wednesday December 4, 2013 at 4:00 p.m.
Motion to Adjourn by Kosin / seconded by Bjork, carried
Meeting called to order by Chairman Ross at 4:02 p.m.

Members Present: Jim Ross, Scott Bjork, Jerry Kosin, Ken Snow, Jon Aubart via telephone

Others Present: Sheriff Hove, Chief Deputy Matthys, Lt. Strain, Sgt. Meixner, Gary Brown, Peg Feuerhelm, Deb Feuerhelm, Sean Froelich, John Worsing, Dee Novak, Jo Ann Miller, Dale Auckland

Determine if Quorum Present: Yes

Motion to amend/move agenda item: Motion by Snow to move #13 to #6 / seconded by Bjork, carried, approved.

Adopt Agenda: Motion to adopt agenda by Snow / seconded by Kosin, carried agenda adopted

Motion to approve August 7, 2013 LEC meeting minutes by Bjork / seconded by Kosin, carried approved

Public Comment: None

Discuss and take action on request for Clerk of Court Peg Feuerhelm to attend Clerk of Court Conference in Green Bay in October 2013. Motion to approve by Snow / seconded Bjork, carried approved.

Discuss and take action on request for Register in Probate Dee Novak to attend WI Register in Probate Seminar in Siren, WI 09/18 – 20/13. Motion to approve by Snow / seconded Kosin, carried approved.

ME Worsing discussed ME Statistic thru August 2013.

Discuss and take action on Emergency Management Secretary hours from 17.5 hours pw to 12 hours pw. EM Gary Brown discussed secretary hours, as well as Administrative Coordinator Jo Ann Miller. Recommended to leave staffing plan at 17.5 hours, but stay with the 12 hours pw as of now and if extra help needed can ask and Administration will assist in finding someone to help extra need as it arises. Motion by Snow to leave staffing plan as is at 17.5 hours pw / seconded Bjork, carried approved. Motion by Snow to leave at 12 hours for 2014 Budget / seconded Bjork, carried approved.
Discuss and take action on Medical Examiner 2014 Budget Review. ME Worsing did present a proposal to committee regarding Medical Examiner fee restructure, motion to forward fee restructure by Bjork/seconded by Kosin, carried approved. ME Worsing presented 2014 Budget for review to committee. Motion by Snow to forward 2014 ME Budget Review to F&P/seconded by Bjork, carried approved.

Discuss and take action on Register in Probate 2014 Budget Review. Register in Probate Dee Novak presented 2014 Budget for review to committee and discuss. Motion by Bjork to forward 2014 Register in Probate 2014 Budget Review to F&P/seconded by Snow, carried approved.

Discuss and take action on Clerk of Court 2014 Budget Review. Clerk of Court Peg Feuerhelm presented and discussed Clerk of Court 2014 Budget for review to committee. Motion by Kosin to forward Clerk of Court Budget Review to F&P/seconded by Bjork, carried approved.

Discuss and take action on District Attorney 2014 Budget Review. District Attorney Sean Froelich and Deb Feuerhelm presented and discussed District Attorney’s Office and Victim Witness Office 2014 Budgets for review to committee. Motion by Bjork to forward District Attorney Office 2014 Budget Review to F&P/seconded by Kosin, carried approved. Motion by Snow to forward Victim Witness Office 2014 Budget for review to F&P/seconded by Bjork, carried approved.


Discuss and take action on Sheriff 2014 Budget Review. Sheriff Hove presented and discussed Sheriff 2014 Budget for review by committee. Motion by Bjork to forward Sheriff 2014 Budget Review to F&P/seconded by Snow, carried approved.

Future Agenda Items: Set up Special LEC Meeting for 09/11/13 at 3:30 p.m. to discuss and take action on Code Red.

Next Meeting Set for: Wednesday October 2, 2013 at 4:00 p.m.

Motion by Snow to adjourn/seconded by Bjork, carried meeting adjourned.
Meeting called to order by Chairman Ross 4:00 p.m.

Members Present: Jim Ross, Jon Aubart, Jerry Kosin, Ken Snow, Scott Bjork

Others Present: Sheriff Hove, Chief Deputy Matthys, John Worsing, Jo Ann Miller, Gary Brown, Dale Auckland, Brad Lawrence, Terry Shafer

Determine if Quorum Present: Yes

Adopt Agenda: Motion to Adopt Agenda by Aubart / seconded by Bjork, carried agenda adopted

Motion to approve July 17, 2013 LEC Meeting Minutes by Snow, seconded by Bjork, carried approved

Medical Examiner John Worsing updated Committee on ME Statistics as of August 2013. Worsing advised Committee that 7 invites for the Decedent Transport were sent out and 4 have been returned.

Terry Shafer from Spring Valley Fire Department updated Committee on status of the Aid to Fire Fighter Grant. Most of the equipment and install has been completed, just finishing up some issues at the tower sites. Grant request of $996,500.00 has been requested and received and in bank. Association will be starting to request county’s portion of the match money. Completion is expected to be mid to late September 2013.

Committee will convene into closed session pursuant to Sec 19.85(1)(e) Wis. Stats. For the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons requires a closed session: for purpose of discussing Code Red / Emergency Communications Network contract negotiation. Ross request to convene into closed session. Motion made by Kosin to convene into closed session at 4:12 p.m, and Snow seconded, carried by unanimous roll call vote. Convene into closed session.

Committee/Board will return to open session and take action on closed session items if required. Motion to reconvene made by Bjork, seconded by Snow, carried by unanimous roll call vote, reconvene back into open session at 4:45 p.m. Motion by Snow to transition from City Watch to Code Red and enter into the purposed agreement as a consortium and approve $3920.00 annual cost per consortium member, seconded by Bjork, carried.

Chief Deputy Matthys request discuss and take action on purchase of IR Security Cameras/Accessories and Euro Optic Rifle Scope. Request to use existing funds from Law Enforcement Recoveries in amount of $4000.00 Motion by Aubart to approve request, seconded by Bjork, carried approved

Sheriff discussed 2014 Sheriff Budget with Committee
Future Agenda Items: 2014 Budgets for Sheriff, DA, Clerk of Court, Emergency Government and Probate

Next Meeting: September 4, 2013 4:00 p.m.

Motion to Adjourn Meeting by Aubart, seconded by Snow, carried adjourned.
Law Enforcement Committee Meeting Minutes – Draft

For July 17, 2013

Meeting called to order by: Chairman Ross at 4:00 p.m.

Members Present:

Jim Ross, Scott Bjork, Jerry Kosin, Jon Aubart, Ken Snow

Members Absent: All present

Others Present: Lt. Mike Knoll, Medical Examiner John Worsing, Administrative Coordinator JoAnn Miller, Dale Auckland

Determine if Quorum Present: Yes

Adopt Agenda: Motion by Kosin to move item #9 up between items #5 and #6. Second by Aubart. Carried.

Approve Minutes from June 5, 2013 meeting and June 26, 2013 Special meeting:

Motion by Bjork, second by Aubart. Kosin and Snow abstained. Carried.

Public Comment:

Chairman Ross wished to note appreciation to the ADHOC Committee for their time and careful evaluation of the task at hand.

Discuss and take action on ADHOC Committee Recommendation:

Committee discussed and came to a consensus to recommend Option #3 of the ADHOC Study Report as best option for a stand-alone facility. Motion by Kosin to recommend proceeding with Option #3 with a study cost not to exceed $50,000.00. Second by Snow. Further discussion: Jail Assessment Fund usage to be determined. Sheriff representative Lt. Knoll added the Sheriff also approves of Option #3. Bjork made suggestion that one member of the L.E. committee be included in any future new ADHOC committee that is formed. Motion Carried.

Discuss ME Statistics thru July 2013 and Update on Decedent Transport Program:

Medical Examiner Worsing provided a copy of 2013 to 2012 Scene Investigations Comparative Year to Date Statistics to all and updated the Committee on statistics. There has been a decrease in the number of scene investigations but response to more prosecutorial type scenes has increased this year. Decedent Transport Program letters are ready to mail out to the Funeral Directors stating the expectation of similar response time of being enroute within 10 minutes and providing ETA’s, and that they must be current on fee status.
At 16:17 Members Kosin and Bjork left the meeting.

At 16:18 Roll call vote to go into Closed Session: Snow: Yes, Aubart: Yes, Ross: Yes

Also present during Closed Session were: J. Miller and D. Auckland

At 16:34 Roll call vote to return to Open Session: Snow: Yes, Aubart: Yes, Ross: Yes

Action on closed session:

Motion by Snow to accept good report and recommend step increase for Medical Examiner. Second by Aubart. Appreciation was expressed for Medical Examiner Worsing’s good evaluation and for his hard work.

Future Agenda Items: Budget, Update on Simulcast, any Consortium changes.

Set Next Meeting Date: August 7, 2013 at 4:00 p.m.

Motion to Adjourn by: Snow Second by: Aubart Carried. Meeting adjourned.
Meeting Called to Order by Chairman Ross at 8:03 a.m.

Members Present:  Jim Ross, Jon Aubart, Scott Bjork
Absent Members:  Ken Snow, Jerry Kosin

Others Present:  Lt. Mike Waltz, Deb Feuerhelm, Gary Brown, John Worsing

Determine if Quorum Present:  Yes

Adopt Agenda:  Motion made by Aubart, seconded by Bjork, carried agenda adopted

Discuss and Take Action on request by Deb Feuerhelm on behalf of the District Attorney’s Office to have Victim Witness Coordinator and one Legal Secretary position move from 35hr work week to 40hr work week for 2014 Budget.  Feuerhelm presented request with discussion by Committee.  Motion made by Aubart to forward request onto Finance & Personnel, seconded by Bjork, carried.

Discuss and Take Action on request by Emergency Management-Gary Brown to expand hours for Emergency Management Secretary from 12 hours to 17 hours per week for 2014 Budget. Discussion by Brown and Committee regarding request. After discussion between Brown and Committee the current staffing plan already indicates 17 hours per week therefore no action was taken.

Discuss and Take Action on request from Sheriff for new staffing for 2014 Budget.  Sheriff representative Lt. Waltz discuss request for addition of one full-time Secretary for 2014 Budget. Discussion between Waltz and Committee regarding request.  Lt. Waltz also presented and explained future staffing issues regarding Jail and Dispatch Center. Discussion with Committee reference future staffing information.  Motion by Aubart to forward request onto Finance & Personnel for one full-time Secretary, seconded by Bjork, carried.  Law Enforcement Committee reviewed and understood future staffing request regarding Jail and Dispatch Center with request for information to be passed onto appropriate committees for review.

Motion to Adjorn Meeting:  Motion by Aubart, seconded by Bjork, carried adjourned
Law Enforcement Committee Meeting Minutes
For June 5, 2013

Meeting called to order by Chairman Ross at 4:00PM

Members Present: Jim Ross, Scott Bjork, Jerry Kosin, Jon Aubart.
Member Absent: Ken Snow

Others Present: Sheriff Hove, Chief Deputy Jason Matthys, Lt. Mike Waltz, Lt. Mike Knoll, Medical Examiner John Worsing, Administrative Coordinator JoAnn Miller

Determine if Quorum Present: Yes

Adopt Agenda: Recommendation by Ross to move item 7 in front of 6. Motion by Aubart to Adopt the Agenda with those changes, second by Bjork.

Approve Minutes from April 3, 2013 meeting: Motion by Kosin, second by Bjork.

Public Comment: None

Discuss Update on ADHOC Committee and Dispatch Relocation Study. Administrative Coordinator Miller explained to the Committee that ADHOC has conducted several interviews and toured facilities as well has several hours of meeting on the topic of facility needs. The intent of ADHOC at this point is to provide an educated recommendation to Finance and Personnel as soon as July 2013. Miller also explained that the Dispatch relocation study is in its infancy stage. On Jun 3, 2013 Finance and Personnel Committee authorized a feasibility study to consolidate Pierce County and St. Croix County 911 centers. Request by Ross to have final ADHOC report sent to the Law Enforcement Committee.

Discuss ME Statistics thru May 2013 and Update on Decedent Transport Program. Medical Examiner Worsing updated the Committee on statistics there has been an increase of 24% in the number of investigations as compared to 2012. Worsing also informed the Committee that he intends to move forward with the Decedent Transport Program with implementation possibly January 2014.

Discuss and Take action on request for increase of Part Time Employee Wage for 2014. Sheriff Hove explained that our current “Temporary Employees” sometimes referred to as “Part Time Deputies” follow the same wage structure the County has in place with a starting wage of $8.60 per hour with increases up to $12.90 per hour. As compared to other agencies in Wisconsin including surrounding counties Pierce is much lower. A wage comparison scale was provided to the committee. Discussion was had regarding options. Motion by Bjork to move forward with a wage scale for “Temporary Deputies” beginning at $8.60 for Temporary Deputies not certified, $16 for certified Temporary Deputies working as riders and boat patrol and $18 per hour for those Temporary Deputies that have completed Field Training and are authorized to fill full time patrol shifts. Seconded by Aubart.

Discuss and Take action on wage recommendation for Civilian Dispatchers for 2014 Budget. Sheriff Hove was looking for input from the committee for a salary range for civilian dispatchers. A wage scale
of civilian dispatchers in several WI counties was provided. A possible range of $16-$19 per hour was discussed. No action was taken. Sheriff Hove discussed a tour of Green Lake County WI Justice Center that is planned for later this month.

Future Agenda Items. ADHOC Report,
Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present: Jim Ross, Scott Bjork, Jerry Kosin, Ken Snow  
Member Absent: Jon Aubart

Others Present: Chief Deputy Jason Matthys, Lt. Wade Strain, Lt. Mike Waltz, Medical Examiner John Worsing, Dee Novak, Administrative Coordinator Jo Ann Miller, Ruth Wood

Determine if Quorum Present: Yes

Adopt Agenda: Motion made by Snow, seconded by Kosin, carried agenda adopted

Approve minutes from March 7, 2013 meeting: Motion made by Bjork, seconded by Kosin, carried approved.

Public Comment: Chairman Ross commented on touring Barron & Eau Clair County Jail Facilities.

Discuss and take action on training request by Probate Dee Novak to attend WI Juvenile Court Clerk Association April 17 thru 19th, 2013. Motion to approve by Snow, seconded Bjork, approved. Discuss and take action on training request by Probate Dee Novak to attend Wisconsin Register in Probate Association May 15 thru 17, 2013. Motion to approve by Kosin, seconded by Snow, approved.

Discuss and take action on training request by Dare Officer Albarado to attend National DARE Conference in Cincinnati Ohio July 16 thru 18, 2013. Motion to approve made by Snow, seconded by Bjork approved.

Discuss update on OME Statistics. Medical Examiner Worsing went over current statistic status, addressed standard autopsy protocol and status on transport program.

Chief Deputy Matthys addressed status on update of bathroom pipe fix. Advised it was put on hold by building committee and will be re-addressed after jail update.

Discuss DLR/KKE Study; Chief Deputy Matthys provided committee with a copy of requested remodel diagram of jail from DLR/KKE. Chief Deputy Matthys advised this was also provided to ADHOC Committee for their review. Chief Deputy Matthys advised committee that this diagram would still not address the issues at hand concerning the jail and that it did not meet the standards of the Jail Inspector.
Chief Deputy discussed the jail updates; Jail Inspector had been through facility and even though some improvements within Sheriff’s Department capability have been made, it also created other issues due to the facility layout.

Future Agenda Items:

Next Meeting Date May 1, 2013 4:00 p.m.

Motion to Adjourn: Motion by Bjork, seconded by Kosin, carried adjourned.
Law Enforcement Committee Meeting Minutes

For March 7, 2013

Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present: Jim Ross, Jerry Kosin, Ken Snow, Scott Bjork
Member Absent: Jon Aubart

Others Present: Chief Deputy Jason Matthys, Lt. Wade Strain, Medical Examiner John Worsing, County Board Member Jeff Holst, Ruth Wood, Lt. Mike Knoll

Determine if Quorum Present: Yes

Adopt Agenda: Motion made by Kosin, seconded by Bjork, carried agenda adopted

Approve minutes from March 7, 2013 meeting: Motion by Bjork, seconded Kosin, carried, approved

Public Comment: Discussion on Jail bathroom pipe replacement. Per Bjork Building Committee will address issue at the next BC meeting.

Discuss and take action on meeting date change for LEC Meetings from 1st Thursday to 1st Wednesday of each month: Motion by Snow, seconded by Kosin, carried, approved to start with April 2013 LEC meeting

ME John Worsing spoke of updates to occur in Medical Examiner’s Office regarding updating date, goals of office, new job description for Deputy Medical Examiner and information regarding Funeral Homes and pick/ups. Worsing also advised office is 17% above all investigations YTD compared to 2012.

Discuss and take action on bid acceptance for purchase of unmarked squad car: Chief Deputy Matthys presented bids from Cernohouse Chevrolet, Quinn Motors and Ellsworth Ford on an unmarked squad. Motion made by Snow to go with lowest bid from Ellsworth Ford on a 2013 Ford Escape SE, AWD, 4 cylinder Ecoboost. Kosin seconded motion, carried, approved.

Discussion on Data Conversion for Sheriff Department Records: Chief Deputy Matthys updated committee on intent of going forward with conversion of data from two previous databases containing PCSO records to be converged in CIS system.

Future Agenda Items: Bathroom pipe update, DLR/KKE Study, Jail update follow-ups

Next Meeting: Wednesday April 3, 2013 at 4:00 p.m.

Motion to Adjourn: Motion to adjourn by Kosin, seconded by Bjork, carried adjourned.
Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present: Jim Ross, Jon Aubart, Jerry Kosin, Ken Snow
Member Absent: Scott Bjork

Others Present: Sheriff Nancy Hove, Chief Deputy Matthys, Lieutenant Mike Knoll, Lieutenant Mike Waltz, District Attorney Sean Froelich, EMD Gary Brown, John Worsing, Sara Palmer

Determine if Quorum Present: Yes

Adopt Agenda: Motion by Snow, seconded by Kosin, carried agenda adopted

Approve minutes from January 3, 2013 meeting: Motion by Snow, seconded by Aubart, carried

Public Comment: None

District Attorney Froelich addressed Board: DA Froelich introduced himself to committee

Sara Palmer from Wisconsin Sex Offender Registry: Sara introduced herself to committee

Training Requests:

Training request by EMD Gary Brown to Committee to attend National Radiological Conference in Austin, TX April 8 thru 11, 2013. Motion made to approve forward to F&P, motion made by Aubart, seconded by Kosin.

Training request by EMD Gary Brown to attend Governor’s Conference in Wisconsin Dells March 7 & 8, 2013. Motion to approve by Aubart, Kosin seconded, approved.

Motion by Snow to convene into closed session for Annual performance evaluation for Emergency Management Director, seconded by Kosin, carried went into closed session at 4:23 p.m.

Motion by Snow to return to open session and take action on closed session items, seconded by Kosin, carried back in open session at 5:15 p.m. Motion by Snow to give a favorable review to EMD Gary Brown, seconded by Kosin, carried

Discuss DLR/KKE Jail Remodel Update: Sheriff Hove advised will be ready for March 2013 LEC meeting
Discuss and take action on squad car purchases: Bids were put out to Cernohouse Chevrolet, Quinn Motors and Ellsworth Ford. Ellsworth Ford and Quinn Motors returned bids. Ellsworth Ford came in with best bid. Motion by Snow to go with bid on purchase of six 2013 Utility Squad Cars @26,217.68 each from Ellsworth Ford, seconded by Kosin, carried.

Future Agenda Items:  DLR/KKE Update  
Medical Examiner’s Report  
Moving LEC Meetings to 1st Wednesday instead of 1st Thursday of the month

Next Meeting: March 7, 2013 4:00 p.m.

Motion to Adjourn: Motion by Snow, seconded by Kosin, carried adjourned
Meeting called to order by Chairman Ross at 4:00 p.m.

Members Present:  Jim Ross, Jon Aubart, Scott Bjork, Ken Snow, Jerry Kosin

Others:  Sheriff Nancy Hove, Chief Deputy Jason Matthys, Lieutenant Wade Strain, Lieutenant Mike Knoll, Jeff Holst, Teresa Rhiel

Determine if Quorum Present:  Yes

Adopt Agenda:  Motion by Snow, seconded by Kosin, carried agenda adopted

Approve Minutes from November 2012 Meeting:  Motion by Kosin, seconded by Bjork, carried

Public Comment:  Sheriff brought up 2012 Events information

Training Request by Sheriff for Administration Staff Training in Superior in January 2013:  Motion to approve by Aubart, seconded by Kosin, carried, approved

Discussion on Jail Remodel Update from DLR/KKE.  DLR/KKE will have sketch ready by February LEC meeting.

Sheriff presented information regarding 2014 staffing plan and updated committee on Civilian Dispatch staffing plan.

Future Agenda Items:  DLR/KKE

Next Meeting:  February 7, 2013 at 4:00 p.m.

Motion to Adjourn:  Motion by Snow, seconded by Kosin, carried adjourned