



AGENDA

LAW ENFORCEMENT COMMITTEE

Monday, July 14, 2014

1:15 p.m.

2161 University Drive, Marinette, WI

Law Enforcement Center Conference Room

1. Call to order. Roll call.
2. Approve/Amend Agenda Items.
3. Approve/Amend Minutes of June 9, 2014.
4. Public Comment – Speakers will be limited to 5 minutes.
5. Treatment Drug Court update by Robin Elsner and Judge Morrison – Information Only.
6. Discuss/consider recommendation to Finance Committee and County Board to approve Five Year Capital Improvement Plan, action if any. (Attachment A)
7. Dispatch Update – Information Only.
8. Emergency Management Update – Information Only.
9. Public purchasing weather radios through Emergency Management and explanation of municipal warning sirens - Information only.
10. Jail Update – Information Only.
11. Discuss/consider 2014 Marinette County Jail Annual Inspection, action if any. (Attachment B)
12. Discuss/consider Sheriff's Office request to send Sgt. Matt Evancheck to Taser Technical Solutions and Investigations training, September 24 - 25, 2014 in River Grove, IL, action if any.
13. Sheriff's Report – Information Only.
 - Citation/Incident/Accident report.
 - Overtime report.
14. Discuss/consider Financial Report, action if any.
 - a. Approve budget adjustments (Transfers)
 - b. Review paid invoices
 - c. Act on uncollectible accounts
 - Inmate Board accounts
 - Civil Process accounts

- Alarm accounts
- Report accounts
- d. Review accounts turned over to collection agency
 - Inmate Board accounts
 - Civil Process accounts
 - Alarm accounts
 - Report accounts
- e. Update status of Finance System of GB collections received-Information only.
 - Inmate Board accounts
 - Civil Process accounts
 - Alarm accounts
 - Report accounts

15. Identify future items to be placed on Agenda.

16. Set next meeting date.

17. Adjournment.

Note: Agenda items may not be considered and acted upon in the order listed.

Chair Ken Keller	County Board Chairperson	Posting
Vice Chair Ken Mattison	Human Resources Director	Finance Director
Paul Gustafson	Corporation Counsel	
Mike Behnke	County Clerk	
Cheryl Wruk	Media	

If you are an individual who needs a special accommodation while attending this meeting as required by the "Americans With Disabilities Act", please notify County Clerk, Marinette County Courthouse (715) 732-7406, at least 24 hours prior to the meeting in order to make suitable arrangements. Thank you. (TTD #715 732-7760)



MINUTES LAW ENFORCEMENT COMMITTEE

Monday, June 9, 2014

1:15 p.m.

2161 University Drive, Marinette, WI
Law Enforcement Center Conference Room

Members Present: Mike Behnke, Paul Gustafson, Ken Mattison and Cheryl Wruk
Excused: Ken Keller
Others Present: Chief Deputy Jim Hansen, Lt. Barry Degnitz, Jail Administrator Robert Majewski, Communications Director Kirsten Bellisle, Emergency Management Director Eric Burmeister, Shirley Prudhomme-Peshtigo Times, Tim Greenwood-EagleHerald and Secretary Fae Olson

1. Call to order. Roll call.

Ken Mattison called the meeting to order at 1:15 p.m. Roll call taken.

2. Approve/Amend Agenda Items.

MOTION (Behnke/Gustafson) to approve Agenda as presented. Motion carried. No negative vote.

3. Approve/Amend Minutes of May 12, 2014.

MOTION (Behnke/Wruk) to approve minutes as written. Motion carried. No negative vote.

4. Public Comment.

None at this time.

5. Dispatcher positions.

MOTION (Behnke/Gustafson) recommendation to Finance Committee, Personnel Committee and County Board to approve eliminating three 50% dispatcher positions and create two full-time 40 hour dispatcher positions. Motion carried. No negative vote. (Attachment A)

6. Dispatch update.

- April and May call volumes reviewed.
- MABAS box card training.
- New dispatch consoles installed.
- Kirsten Bellisle attended Badger State Sheriff's Association Search & Rescue Training.
- Pound tower site damage by badgers.

7. Emergency Management Update.

- NE Regional meeting: mass fatality plan.
- Camera system project at courthouse and DHS has begun.
- Annual confined space training with Marinette Fire Department.
- Reverse 911 system update.

8. Weather radios and municipal warning sirens.

Postponed to July meeting.

9. Wisconsin Counties Association educational seminar.

MOTION (Behnke/Wruk) to approve authorizing per diem and mileage for Law Enforcement committee members attending Wisconsin Counties Association's educational seminar "Treatment, Alternatives and Diversion Programs in Your County" on June 23, 2014 in Stevens Point, WI. Motion carried. No negative vote.

10. SI-3000 System Software Support Agreement.

MOTION (Wruk/Behnke) to approve SI-3000 System Software Support Agreement renewal for period beginning June 30, 2014 to June 29, 2015, for total cost of \$11,277.55, County share \$7,518.36 and City of Marinette share \$3,759.19, with Information Technology Solutions, Inc. Motion carried. No negative vote.

11. Jail Update.

- Inmate population report reviewed; average 120 inmates.
- Two open Corrections Officers positions.
- Jail inspection in May.

12. Marijuana Eradication Training.

MOTION (Wruk/Behnke) to approve out of state training for Deputy Bill Swanson to attend a Marijuana Eradication Training, July 28, 2014 to August 1, 2014, in Lexington, KY, at no cost beyond wages. Motion carried. No negative vote.

13. Sheriff's Report.

- Overtime report.
- Sheriff Sauve, Chief Deputy Hansen, Lt. Ducane attended Badger State Sheriff's Association Search & Rescue training.
- First 2014 fatality in May and also a drowning in May.
- Two accepted job offers out for open Corrections Officers positions.

14. Financial Report.

Committee reviewed May 2014 Schedule of Invoices totaling \$201,153.86.

MOTION (Behnke/Gustafson) approval to write-off uncollectible inmate board accounts in the amount of \$6,613.00. Motion carried. No negative vote.

Committee reviewed accounts submitted to/collections received from Finance System of Green Bay, Inc.

15. Future Agenda Items.

- Weather radios and municipal warning sirens.
- Treatment drug court update by Robin Elsner.

16. Next Meeting Date.

Monday, July 14, 2014 at 1:15 p.m.

17. Adjourn.

MOTION (Gustafson/Behnke) to adjourn at 1:50 p.m. Motion carried. No negative vote.

Respectfully submitted,
Fae Olson, Secretary

Date approved/corrected:

2015 Capital Project 5-Year Outlook Summary
As of April 30, 2014

DRAFT

Key for Funding Source:

D = Debt Service G = Grants and Aids O = Operating Revenues M = Municipal Funds P = Property Tax S = Sales Tax

2015 EXECUTIVE BONDING PROPOSAL AND CAPITAL IMPROVEMENTS PROGRAM (CIP)

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2015	2016	2017	2018	2019	TOTAL
DISPATCH	D		Replace existing four position dispatch console	-	-	-	500,000	-	500,000
			Dispatch	<u>0</u>	<u>0</u>	<u>0</u>	<u>500,000</u>	<u>0</u>	<u>500,000</u>

2015 Capital Project 5-Year Outlook Summary
As of April 30, 2014

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2015 EXECUTIVE BONDING PROPOSAL AND CAPITAL IMPROVEMENTS PROGRAM (CIP)

DIVISION/ DEPARTMENT	FUNDING SOURCE	DEPT PRIORITY	PROJECT DESCRIPTION	2015	2016	2017	2018	2019	TOTAL
LAW ENFORCEMENT	D		Bearcat Vehicle	280,000	-	-	-	-	280,000
	D		Replace carpet in all Jail Pods	-	60,000	-	-	-	60,000
	D		Replace old Security Cameras on Jail System	-	170,000	-	-	-	170,000
	D		Mobiles 30 @ 6K	-	-	-	-	-	180,000
	D		Portables 33 @ 4K	-	-	-	180,000	-	180,000
	D		Jail Pod	-	-	-	132,000	-	132,000
	D		Radios for Quarter Bonding (if Feds require it)	-	-	-	-	9,000,000	9,000,000
	S		Patrol Cars	224,000	196,000	140,000	196,000	-	0
	S		Investigator Vehicle	-	28,000	56,000	28,000	140,000	896,000
	S		Changeovers, Decals, Lightbars, Dividers, Grill Guards etc	79,800	35,000	30,000	30,000	28,000	140,000
							30,000	30,000	204,800
			Law Enforcement	583,800	489,000	226,000	566,000	9,198,000	11,062,800

Scott Walker
Governor

Edward F. Wall
Secretary



Office of Detention Facilities
1360 American Drive
Neenah, WI 54956-1402
Telephone: (920) 751-5203
Facsimile: (920) 751-4601

State of Wisconsin Department of Corrections

June 10, 2014

Sheriff Jerry Sauve
Marinette County Sheriff's Department
2161 University Drive
Marinette, WI 54143

RE: 2014 Marinette County Jail Annual Inspection

Dear Sheriff Sauve:

On May 13, 2014, the annual inspection of the Marinette County Jail was conducted pursuant to Wisconsin State Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections Administrative Rule Chapter DOC 350. This report summarizes my findings, including the progress made following the 2013 inspection, any current initiatives and any statute or administrative code violations.

On the date of the inspection there were 107 inmates confined at the jail. Of that total there were 3 inmates being housed for Oconto County. There were 7 inmates assigned to the Electronic Monitoring Program.

Summary of Operational Changes, Progress and Current Initiatives

Changes and Progress:

- Upgrades were completed with video conferencing for the jail and courts.
- Video Court is being conducted with Menominee and Oconto Counties.
- Additional cameras were installed along with upgrade to monitors and the DVR's allowing 120 day capabilities.
- Contract was established with Brown County for the housing of Juvenile offenders.
- Security system was changed to SGT's and upgraded the system control

Initiatives:

- Addition of stair railings
- Continue collaboration with Emergency Management and Courthouse Personnel regarding development of courthouse emergency procedures
- Revision of Policy Manual to incorporate updates to Administrative Code Chapter DOC 350
- Phone service provider RFP
- Addition of Tasers for all Corrections Officers
- RFP for jail painting and repairs
- Placed into 5 year capital improvement upgrades for all old cameras and inclusion of housing unit cameras.

Staff Training

All Officers are currently certified with the State of Wisconsin. The required 24 hours of annual recertification training is currently conducted both in-house and through outside trainings offered at technical colleges. In-house training has either been completed or is scheduled in the areas of Identifying Deceptive Behavior, TIME System, Drugs for Corrections, POSC, Taser/RACC, Mental Health / Suicide Prevention, Blood borne Pathogens, Fire Safety and Intoximeter.

- Fire Training is conducted annually with the fire department benefiting both departments tremendously.
- There are staff who are trained instructors for POSC, OC Spray, Personal Communications and the RACC Belt. This allows for in-house training to occur and is a cost savings to the department's training budget.
- There is a Field Training Officer on every shift.
- There are 4 staff members trained in Interview and Interrogation/Deceptive Behavior who have been able to create court appropriate documentation for prosecution of crimes that occur within the jail.
- Corporals are able to attend annual supervisor training.

Programming

Marinette County continues to recognize that there is a benefit to providing programming in the jail facilities to inmates. Programming helps to prepare and educate the inmate in essential living and life skills that can enable them to potentially succeed and not re-offend.

The following programs are currently offered to the inmates:

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ▪ AA / NA ▪ Narcotics Anonymous ▪ GED is provided through NWTC ▪ Religious programming:
Bible Study
Pastoral Visits ▪ The multi purpose room is utilized to play basketball. ▪ Jail Counseling ▪ High School Education | <ul style="list-style-type: none"> ▪ Plato Learning Software ▪ Domestic Abuse Counseling ▪ There is computerized work search available. ▪ Computers are available with Lois Law reference capabilities. ▪ Community Service Van ▪ Community Service Goodwill ▪ Anger Management |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- Experience Works program for 55 and older
- Computer Skills
- Interview Skills
- Job Application Assistance
- GED Test Site
- Community Roadside Crew

The following classroom programs are also available:

- Errors in Thinking
 - Job/Life Skills
 - Parenting Skills
 - Remedial Education Tutoring
 - Independent Living
 - Anger Management
 - Parenting
 - Errors in Thinking- How to be a successful criminal
 - Having Purpose and Setting Goals
- Stellar program sign up allows inmates to sign up for programming through their canteen account.
 - Inmates have been taken to job fairs.
 - “Windows to Work” Program is coordinated with Bay Area Workforce Development.

Additional Programming Results:

- ✓ There were 150 individual GED tests taken, to include 34 completions: 9 with honors and 8 with high honors.
- ✓ There were 179 program completions and 11 more completed the 3 week work certified.
- ✓ Program sentence credit was 110 days for programs, 91 for GED completions for a total of 201 jail bed days saved.
- ✓ Community service credit was 317 jail bed days saved. Projects were habitat for humanity, Goodwill, Badger park.
- ✓ Inmate worker jail bed days saved was 520.
- ✓ AODA was expanded
- ✓ NA was added
- ✓ ATTIC has been contracted to provide parenting classes.

The efforts in this area are continually impressive. Jail Administration clearly support education for reintegration and that philosophy is shared by the Corrections Division as noted through their strong support in its development. Officer Ellen Hanneman and Administrative Officer Tom Bourque continue to play key roles in the development of the High School Education program and additional programming developments. Their efforts and ongoing commitment are to be commended.

Recommendations

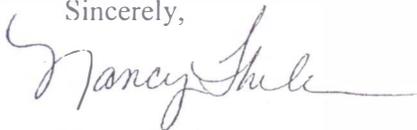
- ❖ Facility Maintenance- Although the facility is only nine years old it is important to remember that it is utilized on a continual 24/7 basis. That being said during the inspection process notice was taken with regard to ongoing wear and tear throughout. The age is beginning to show in areas that should be reviewed for upkeep. Painting, flooring, rusted vents and other areas were noted. It is recommended that a joint tour of management with maintenance be done to formally identify areas that should be focused on. Formal documentation should be done and plan for addressing should be completed. *Repeat from previous inspection*

- ❖ Quality Control Team- It is recommend for cross section of staff members to meet on a regular basis to review inmate files to ensure all areas are completed during the stay of inmates as well as cell check documentation. This team can meet as often as once per month or once every two months depending on scheduling. The team should be comprised of jail management, a corporal staff member, medical, mental health and line staff. This should help with issues relating to overall documentation issues with suicide watches, cell checks, initial medical screenings and overall completion of detention authority. *Repeat from previous inspection.*
- ❖ Continued efforts with regard to maintaining the current level of programming is highly supported by this office. *Repeat from previous inspection.*
- ❖ Review of security practices within the food service and other areas of the facility that are supervised by volunteers or non-security staff should be completed to ensure overall safety and security of the facility.

Please extend my sincere gratitude to Administrator Majewski and the remainder of the staff for their professionalism and for accommodating my inspection. Jail Administrator Majewski has developed significant proficiencies within the operation. His oversight and correctional philosophies have been instrumental in the ongoing successful efforts of the facility. Correctional officers continue to take notable pride in the facility and the job they are performing as demonstrated by the facility climate on the date of the inspection. If I can assist you in any manner please feel free to contact me.

The Marinette County Jail is approved by the Department of Corrections for the detention of adult offenders with a maximum capacity of 165. This approval is contingent on the correction of any violations detailed above and continuing compliance with all applicable Wisconsin State Statutes and administrative codes.

Sincerely,



Nancy Thelen
Detention Facilities Specialist
Wisconsin Department of Corrections
Office of Detention Facilities

Cc: Bob Majewski, Jail Administrator
Kristi Dietz, Director – ODF
Regional file