



**MINUTES
LAW ENFORCEMENT COMMITTEE**

Monday, June 8, 2015

1:15 p.m.

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

Members Present: Mike Behnke, Paul Gustafson, Ken Keller, Ken Mattison and Cheryl Wruk

Excused:

Others Present: Chief Deputy Jim Hansen, Jail Administrator Robert Majewski, Emergency Management Director Eric Burmeister, Communications Director Kirsten Bellisle, Bill Clyma-Peshtigo Times, Tim Greenwood-EagleHerald, Ken Connors-Bay Cities Radio and Secretary Fae Olson

1. Call to order. Roll call.

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

2. Approve/Amend Agenda Items.

MOTION (Behnke/Wruk) to approve Agenda as presented. Motion carried.

3. Approve/Amend Minutes of May 11, 2015.

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

4. Public Comment.

None at this time.

5. Dispatch update.

- May call volume reviewed.
- Dispatchers fully staffed.
- Repair a/c at tower sites.

6. Emergency Management Update.

- Disaster aid being applied for flash flooding in Niagara.
- Assisted Marinette Police Department regarding methamphetamine lab in city.
- Eric Burmeister attended force protection meeting with Marinette Marine.

7. Jail Update.

- Inmate population report reviewed.
- Working with Finance Department on RFP for medical & mental healthcare services.
- Three corrections officers leaving: 1 retirement/2 resigning.

8. 2015 Marinette County Jail Annual Inspection.

MOTION (Behnke/Mattison) to accept 2015 Marinette County Jail Annual Inspection. Motion carried. No negative vote. (Attachment)

9. Sheriff's Report.

- Citation/Incident report.
- Overtime report.
- Badger Sheriff's quarterly meeting in Green Lake, WI, May 19-21, 2015.
- RFP mobile data browser in conjunction with IS Department.

10. Financial Report.

Committee reviewed May 2015 Schedule of Invoices totaling \$129,893.30.

MOTION (Behnke/Wruk) approval to write off and turn-over to the Finance Department for collections Inmate Board accounts in the amount of \$26,410.00. Motion carried. No negative vote.

Committee reviewed collections received from Finance Department, inmate accounts in the amount of \$161.99 and civil process in the amount of \$72.00.

11. Future Agenda Items.

None at this time.

12. Next Meeting Date.

Monday, July 13, 2015 at 1:15 p.m.

13. Adjourn.

MOTION (Gustafson/Behnke) to adjourn at 1:45 p.m. Motion carried. No negative vote.

Respectfully submitted,
Fae Olson, Secretary

Date approved/corrected:

Scott Walker
Governor

Edward F. Wall
Secretary



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State of Wisconsin Department of Corrections

April 20, 2015

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

RE: 2015 Marinette County Jail Annual Inspection

Dear Sheriff Sauve:

On February 17, 2015, 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 2014 inspection, any current initiatives and any statute or administrative code violations.

On the date of the inspection there were 120 inmates confined at the jail. Of that total there were 2 inmates being housed for Oconto County. There was 1 inmate assigned to the Electronic Monitoring Program.

Summary of Operational Changes, Progress and Current Initiatives

Changes and Progress:

- ❖ Training and equipment completed for Officers to carry Tasers
- ❖ Security System Controls were upgraded by SGT's company
- ❖ Video Conferencing now being utilized for juveniles being housed in Brown County for some court appearances
- ❖ Painting and repairs completed in Max A and the public side of visitation
- ❖ New Education and Programs Corrections Officer – Grant Kuehnl
- ❖ Drug Court was established through CJCC & a grant

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
- ✓ 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

There are currently 3 Officers that are in need of certification 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. All statutory required trainings have been completed.

- Fire Training is conducted annually with the fire department.
- There are staff who are trained instructors for POSC, OC Spray, Personal Communications and the RACC Belt.
- There is a Field Training Officer on every shift.
- There are 4 staff members trained in Interview and Interrogation/Deceptive Behavior.
- 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:

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| <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 ▪ Plato Learning Software ▪ Domestic Abuse Counseling ▪ There is computerized work search available. | <ul style="list-style-type: none"> ▪ 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 |
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The following classroom programs are also available:

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| <ul style="list-style-type: none"> ▪ Errors in Thinking ▪ Job/Life Skills ▪ Parenting Skills ▪ Remedial Education Tutoring ▪ Independent Living ▪ Anger Management | <ul style="list-style-type: none"> ▪ 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 40 individual GED tests taken.
- ✓ Program sentence credit was 82 days for programs, 28 for GED completions for a total of 110 jail bed days saved.
- ✓ Community service credit was 85 jail bed days saved.
- ✓ Inmate worker jail bed days saved was 396.

Officer Grant Kuehnl and Administrative Officer Tom Bourque continue to play key roles in the ongoing and additional programming developments. They are doing a highly commendable job.

Recommendations

- ❖ Facility Maintenance- Although the facility is only ten 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. I understand there have been changes in oversight that may cause the creation of a new maintenance plan/schedule. This is a positive toward remaining on top of facility needs. *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.*
- ❖ Policies & Procedures – Current policy does not reflect changes in Administrative Code Chapter DOC 350. Updated Policies are to be forwarded to this office for review and approval with the new code requirements.

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 is doing an excellent job in his position. 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