

The Florence County Personnel, Law Enforcement, Emergency Management, and Emergency Medical Service Committee met at the Courthouse on December 7, 2023. The meeting was called to order by the Chair at 6:00 p.m. A quorum of committee members was present.

Committee Supervisors present: Bomberg, Johnson, Mills, Steber, and Theer.

Absent: None

Agenda

Moved by Supervisor Johnson remove item #6 on the agenda and approve as revised.

Motion Seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Minutes

Moved by Supervisor Theer to approve October 25, November 2, November 8, November 15, and November 28, 2023 meeting minutes, as presented.

Motion Seconded by Supervisor Mills.

Motion carried, with all voting "Aye" on a voice vote.

Child Support Bills

No Bills

2024 COLA Increase

Moved by Supervisor Johnson to approve a 3% COLA increase on January 1, 2024 for employees with 1 year of service or more. Employees with less than 1 year of service will receive a pro-rated rate. This 3% increase has been approved at A&B and moved forward with the passing of the 2024 Budget on November 14, 2023.

Motion Seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Administrators Policy Manual – XII Wage and Salary Administration

Moved by Supervisor Theer approval to add language to the Administrators Policy Manual – XII Wage and Salary Administration. A copy of the change will be attached to the minutes and sent to employees.

Motion Seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Administrators Policy Manual – IV Recruitment and Hiring

Moved by Supervisor Johnson approval to add language to the Administrators Policy Manual – IV Recruitment and Hiring. A copy of the change will be attached to the minutes and sent to employees.

Motion Seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

New Social Media Policy

Moved by Supervisor Johnson to approve the new Social Media Policy and add to the Personnel Policy Manual. A copy of the new policy will be attached to the minutes and sent to employees.

Motion Seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

HSA Payment

Moved by Supervisor Johnson to approve Health Savings 1-time payment policy. The Policy provides a one-time annual HSA payment for employees eligible on January 1. The 1-time payment will be paid on March 15. Employees starting employment after January 1 will be pro-rated based on their eligibility date. HSA Policy will be added to the Personnel Policy Manual.

Motion Seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Offer of Employment

Moved by Supervisor Johnson approval to offer employment to candidate #1 for the ADRC Assistant Cook position and residency waiver as recommended by the ADRC Hiring Board.

Motion Seconded by Supervisor Steber.

Motion carries, with all voting "Aye" on a voice vote.

Offer of Employment

Moved by Supervisor Johnson approval to offer employment to candidate #1 for the ADRC Dementia Care Specialist position and residency waiver. If candidate #1 declines, the offer will be extended to candidate #2 as recommended by the ADRC Hiring Board.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Cash Out/Rollover Benefit Hours

Moved by Supervisor Johnson approval for Tiffany White, ADRC, to rollover/cash out 20.25 hours of vacation.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Cash Out/Rollover Benefit Hours

Moved by Supervisor Theer approval for Tim Bomberg, Maintenance, to rollover/cash out 28 to 32 hours of vacation.

Motion seconded by Supervisor Steber.

Chairwoman Bomberg abstains

Motion carried, with four (4) voting "Aye" on a voice vote.

Cash Out/Rollover Benefit Hours

Moved by Supervisor Johnson approval for Kim Merrill, Finance, to rollover/cash out 45 hours of vacation.

Motion seconded by Supervisor Theer.

Motion carried, with all voting "Aye" on a voice vote.

Cash Out Benefit Hours

Moved by Supervisor Steber approval for Terry Peterson, Chief Deputy, to cash out 50 hours of vacation.

Motion seconded by Supervisor Mills.

Motion carried, with all voting "Aye" on a voice vote.

Resignation Letter

Moved by Supervisor Johnson to table the retirement letter from Corrections Officer/Dispatcher – Steber until Tuesday, December 12, Special Personnel Meeting.

Motion Seconded by Supervisor Mills.

Motion carries, with all voting "Aye" on a voice vote.

Sheriff Monthly Report

Sheriff Chrisman Chief Deputy Peterson presented the Committee with the month of October 2023 report which recorded: Citizen contacts: 760 calls for service, 109 calls received to 911

Activities on the Road and in the Jail: 13 arrests, 9,180 jail log of activity, 49 incident reports by Deputies, 40 citations, 2 felony prosecutions filed/open, 171 traffic stops, 30 accidents, 10.9 inmate average daily population. K9: 17 deployments, Collected Fines and Revenues: Jail booking, jail pay for stay, jail inmate housing, jail huber, Sheriff Fee's, fines, and Misc. Reimbursements totaled \$26,116.32.

Sheriff Chrisman discussed a large data entry mistake for a bill last month that was fixed, shop with a cop was December 6th and went very well, bringing trucks to Witt Ford to get fixed now, December 11 will receive new truck.

Committee Chair thanked her for the report.

No action

Sheriff and Emergency Government Bills

Moved by Supervisor Johnson approval to send Sheriff and Emergency Government's monthly bills to Audit and Budget Committee for approval.

Motion seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Emergency Management/EMS Reports

Amanda Mulvey, Emergency Management Coordinator/Interim Emergency Medical Director, presented reports for December.

HazMat: No incidents. Met with DNR at the Long Lake site and Phase 1 was initiated. Phase 2 will include the borings and testing. That is anticipated by the end of month with results to be available in mid to late January. Still working to coordinate a hazmat refresher with NWTC. CHREG closeout due 12/15/23 – plan of work complete.

EMS: Work on recruitment and station site plans continue. Staff schedule combinations of in station and paid on call continue to accommodate 24-hour staffing with 12-hour shifts in Florence and Tipler. Transitioning to the temporary station/office in Tipler this week. Intent to do the same in Aurora after the 1st of the year. IT and Guide Star have done site visits and drafted a plan to create temporary connectivity at both sites. Work to begin in the next 1-2 weeks. Closure of the existing EMS services has begun and will continue through the end of the year as we work through inventory of each station and verify grants are closed out. Billing for FCEMS is now live via EMSMC.

LEPC: IPP was discussed at the 11/8 meeting. Amber Kolberg was appointed to the vacant Vice President role through the end of the term. The member list was reviewed for updates/alternates and will be forwarded to County Board in January for acceptance/approval. Review of WEM LEPC Workgroup, approval of State Inspector as County Inspector/Compliance Officer, review and approve by laws as they are. 2023-27 Hazard Mitigation Plan adopted and forwarded to County Board for the same. Next scheduled meeting 01/24/2024.

EMPG/EPCRA: Continued work on IPP wrap up to complete plan of work. FY23 EMPG and EPCRA grant closeouts are in progress with POW deadlines being 12/31/23 and final reports due in 01/31/24. WI/MI Border Group exercise complete 11/9. Good feedback gained on interoperability gaps with WebEOC with our MI partners.

Other: Review of mass notification/reverse 911 for cost savings. NG911 Outreach Webinar complete.

E911/GIS continued work for county map integration with Central Square.

Committee Chair thanked her for the report.

No action

EMS Conference

Moved by Supervisor Johnson approval for Emergency Medical Director to attend the 2024 Wisconsin Governors Conference on Emergency Management & Homeland Security, March 13, 14, and 15, 2024 in Lake Geneva.

Motion seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

2023 EMS Fees

Moved by Supervisor Steber approval to reimburse 2023 EMS coverage fees paid direct by the Town of Aurora and the Town of Homestead.

Motion seconded by Supervisor Johnson.

Motion carried, with all voting "Aye" on a voice vote.

EMS Building Projects

Still working on plans for buildings

Closed Session

Moved by Supervisor Steber to adjourn to Closed Session Pursuant to the following:

- Adjourn to Closed Session pursuant to Wis. State Stat. §§ 19.85 (1) (c). Considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Employee FML.
- Adjourn to Closed Session pursuant to Wis. State Stat. §§ 19.85 (1) (c). Considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Property Listing/Land Information position review.
- Adjourn to Closed Session pursuant to Wis. State Stat. §§ 19.85 (1) (c). Considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Employee termination.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Open Session

Moved by Supervisor Steber to reconvene to Open Session to take action, if appropriate, on matters discussed in Closed Session.

Motion Seconded by Supervisor Mills.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Steber to approve FML for employee.

Motion Seconded by Supervisor Theer.

Motion carries, with all voting "Aye" on a voice vote.

Moved by Supervisor Steber to approve Property Listing/Land Information job position review and wage and send to Audit and Budget for approval.

Motion Seconded by Supervisor Johnson.

Motion carries, with all voting "Aye" on a voice vote.

Adjourn

Meeting adjourned by Chair at 7:38 p.m.

Respectfully submitted,

Donna Trudell,

County Clerk/

Administrative Coordinator