

The Florence County Personnel, Law Enforcement, and Emergency Management Committee met at the Courthouse on April 6, 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, Steber, and Theer.

Excused: None

Absent: Supervisor Mills

Agenda

Moved by Supervisor Johnson to approve the Agenda, as presented.

Motion Seconded by Supervisor Theer.

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

Minutes

Moved by Supervisor Steber to approve February 27, March 2, March 14, and March 21, 2023 meeting minutes, as presented.

Motion Seconded by Supervisor Theer.

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

Child Support Bills

Moved by Supervisor Steber approval of Child Support bills and recommend to the Audit and Budget Committee.

Motion seconded by Supervisor Johnson.

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

Inclement Weather Policy

Moved by Supervisor Johnson approval to add language to the Personnel Policy – Article XXVIII-Inclement Weather.

Revised policy will be sent to all employees.

Motion seconded by Supervisor Steber.

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

Emotional Support Animals

Moved by Supervisor Johnson to deny any Emotional Support Animal from entering into any County building without the proper documentation and approval.

Motion seconded by Supervisor Steber.

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

Revise Job Description

Moved by Supervisor Steber approval to revise the Highway Commissioner/Patrol Superintendent job description.

The job description will be sent to the County wage consult for review as recommended by the Highway Committee.

Motion seconded by Supervisor Theer.

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

Offer of Employment

Moved by Supervisor Theer approval to offer employment to candidate #1 for the Human Services Community Support and Services Coordinator job position as recommended by the Human Services Hiring Committee. If candidate #1 declines the Human Services Department will continue to advertise until the position is filled.

Motion seconded by Supervisor Steber.

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

Offer of Employment

Moved by Supervisor Steber approval to offer employment to candidate #1 for the Human Services Community Services Social Worker job position as recommended by the Human Services Hiring Committee. If candidate #1 declines the Human Services Department will continue to advertise.

Motion seconded by Supervisor Theer.

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

Tuition Assistance Model

No discussion

Substance Abuse Block Grant

Moved by Supervisor Johnson to approve the end of the Human Services grant funding for the Substance Abuse Block Grant and the employment for Human Services LTE Garceau. Her employment ended with the end of is grant as of March 29, 2023.

Motion seconded by Supervisor Steber.

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

New Job Position/Description

Moved by Supervisor Steber approve new Property Listing Assistant/GIS Technician job description/position and send to County wage consultant for a review. This position will be paid by Land Information Grant as recommended by Land Information Council and Zoning Committee. The new position will be sent on to A&B Committee and County Board for final approval.

Motion seconded by Supervisor Theer.

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

Revise Job Description

Moved by Supervisor Johnson approval to revise Land Conservationist job description and send on to County wage consult for wage review as recommended by the Land Conservation Committee.

Motion seconded by Supervisor Steber.

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

Promotion

Moved by Supervisor Steber to approve Land Conservation Technician Goodwin a promotion to Land Conservationist with a wage increase as recommended by the Land Conservation Committee.

Motion seconded by Supervisor Theer.

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

Change in Job Duties

Moved by Supervisor Steber approval to remove the Land Conservation duties from the Zoning Administrators job description. This will result in a wage decrease to the Zoning Administrator Sleeter as recommended by the Land Conservation Committee.

Motion seconded by Supervisor Theer.

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

Conference

Moved by Supervisor Steber approval for Register in Probate McCoy to attend the Register in Probate Conference in Rothschild, Wisconsin, May 3, 4, and 5, 2023.

Motion seconded by Supervisor Johnson.

Supervisor Bomberg abstains.

Motion carries, with majority of 4 voting "Aye" on a voice vote.

Sheriff Monthly Report

Chief Deputy Chrisman presented to the Committee the Sheriff's Department monthly report. The month of February 2023 recorded 742 calls for service, 116 calls received to 911, 17 arrests, 8,493 jail log of activity, 58 incident reports by Deputies, 106 warnings, 63 citations, 5 felony prosecutions, 4 misdemeanor's, 181 traffic stops, 11 crashes, 8 deer crashes, 8-K9 deployments, 2-K9 drugs found, 16-K9 trainings, and 9.07 inmate average daily population.

Collected Fines and Revenues: Jail booking, jail pay for stay, jail inmate housing, jail huber, Sheriff Fee's, fines, and Project Lifesaver. Reimbursement totaled \$4,458.

Chrisman reported no movement on Jane Doe case. 2 new squad trucks came in and on the road in September. Boat remodel done. New radios ordered. Mental Health Initiative established in Chelsea Jensen's name.

Chairwoman Bomberg thanked Chief Deputy Chrisman.

No action

Emergency Management Report

Amanda Mulvey, Emergency Management Coordinator

March Overview:

HazMat: No incidents to report. Team Physicals completed 3/20 on 4 members for the 2023 cycle.

EMS: Final operational plan reviews complete. Outreach to Medical Director will be done in April to sign off on all protocols, medication formulary and policies within the plan to allow it to move forward with the State EMS Office for approval. Current staff of FCEMS is undergoing training. Met with DesignTech regarding infrastructure planning.

Hazard Mitigation Planning: 2023 Plan is in review by WEM.

LEPC: Next meeting April 26th, 2023.

EMPG/EPCRA: Notification from the WEM Grants Manager that the FY22 checks for both programs will be mailed as soon as fiscal report reviews of all counties are complete. The transition to the Integrated Preparedness Model from the exercising has begun for 2023. Preparations for Tornado Awareness Month in progress.

Other: EM vehicle has been delivered. Vehicle is awaiting lights, siren, etc.

Met with representative from a local lake association on 3/7 at her request discussing EMS budgets and legislative outreach efforts.

Provided testimony on 3/16 before the Committee on Housing at the invitational only informational hearing regarding EMS in Rural Wisconsin. As a result of the testimony was invited from Wis Public Radio to join them for a live segment on their Morning Show.

Chairwoman Bomberg thanked Director/Coordinator Mulvey for the report.

No action

Resignation

Moved by Supervisor Johnson approval to accept letter of resignation for the Assistant EMS Coordinator. Last day of work for employee was March 31, 2023.

Motion seconded by Supervisor Steber.

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

Advertise and Interview

Moved by Supervisor Johnson approval to advertise and interview for Assistant EMS Coordinator.

Motion seconded by Supervisor Steber.

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

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 Theer.

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

Closed Session

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

- WI 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. The purpose of the meeting is to discuss/review/approve ADRC employee wage.
- WI 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. The purpose of the meeting is to discuss/review/approve Child Support Department Head and Librarian wage.
- WI 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. The purpose of the meeting is to discuss/review/approve Register of Deeds, Deputy Register of Deeds Office, positions and job description.
- WI 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. The purpose of the meeting is to discuss/review/approve Administrative Coordinator/HR position job description and wage.

Motion Seconded by Supervisor Steber.

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

Open Session

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

Motion Seconded by Supervisor Theer.

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

Moved by Supervisor Steber to approve wage increase for ADRC Program Assistant.

Motion Seconded by Supervisor Johnson.

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

No action

No action

Moved by Supervisor Johnson to approve job description and wage increase for Administrative Coordinator/HR.

Motion Seconded by Supervisor Steber.

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

Adjourn

Meeting adjourned by Chair at 7:40 p.m.

Respectfully submitted,

Donna Trudell, County Clerk/
Administrative Coordinator