

The Florence County Personnel, Law Enforcement, Emergency Management, and Emergency Medical Service Committee met at the Courthouse on June 6, 2024. The meeting was called to order by the Chair at 6:00pm. A quorum of committee members was present.

Supervisors present: Brunette, Hedmark, Johnson, Mills, and Modschiedler.
Absent: None.

Agenda

Moved by Supervisor Mills to approve the agenda, as presented.

Motion Seconded by Supervisor Hedmark.

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

Minutes

Moved by Supervisor Mills to approve May 2 and May 16, 2024 minutes, as presented.

Motion Seconded by Supervisor Brunette.

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

Child Support Bills

Moved by Supervisor Mills approval to send Child Support monthly bills to Audit and Budget Committee for approval.

Motion seconded by Supervisor Hedmark.

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

Personnel/4th of July

Moved by Supervisor Hedmark approval to change July Personnel Meeting date to Tuesday, July 2, 2024, due to the 4th of July falling on the first Thursday.

Motion seconded by Supervisor Modschiedler.

Employee Breaks

Chairwoman Johnson informed the Committee that she received a call from a concerned employee asking what is allowed for employees breaks. A discussion took place about the expectation of staff and the Employee Break Policy. The Committee said that they encourage the employees to leave their desk and take a break or two during the work day to refresh their mind with a short walk or with just a few moments away from their desk. The Committee wants to make sure that this break time can only happen if the office or department can continue to run without disruption.

Resignation

Moved by Supervisor Hedmark to accept the resignation of Human Services Program Assistant - Knoll. Last day of employment is August 23, 2024. The Human Services Director is seeking applications and will interview.

Motion Seconded by Supervisor Modschiedler.

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

Resignation

Moved by Supervisor Modschiedler to accept the resignation of ADRC Dementia Care Specialist/Information Assistant - Oman. Last day of employment was May 24, 2024. The ADRC Director is seeking applications and will interview.

Motion Seconded by Supervisor Mills.

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

PTO Policy

Moved by Supervisor Hedmark approval to add language to the policy and correct a calculation for the 42-hour per week employee portion. The additions and corrections will be attached to the minutes and sent to all employees.

Motion Seconded by Supervisor Modschiedler.

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

Offer of Employment

Moved by Supervisor Brunette approval to offer employment to candidate #1 for the summer LTE Watercraft Inspector position. If candidate #1 does not accept the offer will be extended to candidate #2 as recommended by the Land Conservation Hiring Committee.

Motion seconded by Supervisor Modschiedler.

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

Sheriff Monthly Report

Sheriff Chrisman presented the Committee with the month of April 2024 report:

Citizen contacts: 781 calls for service, 112 calls received to 911

Activities on the Road and in the Jail: 22 arrests, 7,853 jail log of activity, 68 incident reports by Deputies, 32 citations, 1 felon and 4 misdemeanor prosecutions filed/open, 120 traffic stops, 5 car accidents and 10 deer/car accidents, 6.9 inmate average daily population.

K9: 29 deployments with drugs found and K9 Rajzi greatly assisted in bringing a suspect into custody in an apprehension.

Collected Fines and Revenues: Jail booking, jail pay for stay, jail inmate housing, jail huber, Sheriff Fee's, fines, Reimbursements totaled \$7072.

Sheriff Chrisman reported they are patrolling in the Town of Fence for any ATV issues. They had a missing elderly person. The detour is moving forward. They have started their 2025 Budget process and plan to budget for Body Cameras for the Deputies. The department has completed taser training. Florence County will work together with Dickinson County with the CERT, Critical Incident Response Team. Sheriff informed the Committee that they have a student interested in being a student intern.

Committee Chair thanked Chrisman for the report.

No action

Offer of Employment

Moved by Supervisor Hedmark approval to offer employment to candidate #1 for the Jail Correction Officer/Dispatch position. This offer is contingent pending any further testing requirements.

Motion seconded by Supervisor Mills.

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

Sheriff and Emergency Government Bills

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

Motion seconded by Supervisor Modschiedler.

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

Emergency Management/EMS Reports

Amanda Mulvey, Emergency Management/Emergency Medical Director presented the Committee with the June 2024 monthly report.

HazMat: No incidents. Decontamination drill scheduled for August 3rd. Replacement of door lock to a punch key system for improved team member access. The Long Lake site review remains pending for grant opportunities from WEDC at this time to cover demolition and removal/proper disposal.

EMS: Continued review of the Act 12 MOE for DOR filing requirements for completion. EMS Week celebrated with staff at the monthly meeting. Training on WARDS Elite run report electronic entry with all staff members. Continued efforts toward obtaining permanent buildings so that we may post RFP's. Florence UTV annual maintenance complete.

LEPC: Next regular meeting date 7/24 at 8:45am.

EMPG/EPCRA: Continued IPP deliverable works.

Other: Accepted appointment by Governor Ever's to the WI EMS Advisory Board for a 3-year term.

Committee Chair thanked Mulvey for the report.

No action

Extend Resignation Letter

Moved by Supervisor Modschiedler to extend Assistant EMS Coordinator- McGuire resignation date from May 31, 2024 to July 11, 2024.

Motion Seconded by Supervisor Mills.

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

Revise Job Description

Moved by Supervisor Hedmark approval to revise the Assistant EMS Coordinator job description.

Motion seconded by Supervisor Brunette.

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

Revise Job Description

Moved by Supervisor Mills approval to revise the EMS Coordinator job description.

Motion seconded by Supervisor Modschiedler.

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

Closed Session

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

- WI State Stat. §§ 19.85(1)(c). (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discussion with Sheriff, Chief Deputy, and EMS Coordinator.
- WI State Stat. §§ 19.85(1)(c). (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discussion on Salary and Exempt positions.

Motion Seconded by Supervisor Mills.

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

Open Session

Moved by Supervisor Hedmark 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.

Committee Concerns for Future Agenda Items

None at this time

Adjourn

Meeting adjourned by Chair at 7:13 p.m.

Respectfully submitted,

Donna Trudell,
County Clerk/
Administrative Coordinator