



PORTAGE COUNTY

MEETING MINUTES

PUBLIC SAFETY/EMERGENCY MANAGEMENT COMMITTEE

PORTAGE COUNTY LEC
TRAINING ROOM
1500 STRONGS AVENUE
STEVENS POINT, WI 54481

Wednesday, February 26, 2025

8:00 AM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone: dial 1-872-242-7813, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 877 339 600, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

The Public Safety/Emergency Management Committee meeting was called to order at 8:00 AM

Members Present: Don Jankowski, Stan Potocki, David Medin, Shaun Przybylski

Attending In-Person: Don Jankowski, Stan Potocki, David Medin, Shaun Przybylski

Attending Online:

Members Excused: Barry Jacowski

Members Absent:

Others Attending:

Sheriff Mike Lukas, Sheriff's Office

Chief Deputy Ben Beaudoin, Sheriff's Office

Captain Josh Ostrowski, Sheriff's Office

Captain Ronnie Leach, Sheriff's Office

Katarzyna Norgaard, Sheriff's Office, Recording Secretary

Lt. Dustin Kitzman, Sheriff's Office

Lt. Jacob Wills, Sheriff's Office

Robert Weinert, EM

Andrea Krantz, EMS

Heather Schultz, Medical Examiner

Cass Cousins, District Attorney

Joseph Gemza, Stevens Point Fire Department/EMS

Anthony Luchini, Plover Fire Department/EMS (Remote)

Adam Meshak, Amherst Fire Department/EMS (Remote)

CORRESPONDENCE

1. EMS Provider Monthly Activity Reports
2. Medical Director's Report

PRESENTATIONS

3. Portage County Sheriff's Office Awards

None

VENDOR INVOICE LIST REPORTS

No questions on Vendor Invoices

4. Sheriff
5. Emergency Medical Services

6. Medical Examiner

7. District Attorney

ACTIVITY REPORTS

8. Emergency Management Activities

- Plan Updates
- Operations and Exercises
- Meetings, Conferences, and Trainings
- Office Activities

EM Coordinator Bob Weinert:

- Plan Updates - Mitigation Plan
 - Working with partner agencies to review the emergency response information in the flipcharts in the county buildings
 - Meeting with some of the County Departments to identify their mitigation projects
- Operations and Exercises
 - Received the last pieces of equipment for the alternate Emergency Operations Center (EOC) at Highway Department to make it operational
 - Will be working on a short training/exercise session in March for the County EOC staff
- Meetings, Conferences, and Trainings
 - Participated in a search and rescue training in Wausau
- Office Activities
 - Conducting interviews to fill the Deputy Emergency Management Coordinator vacancy
 - Have been documenting the facilities with the reportable chemicals in Portage County (have 66 out of 100 facilities reporting thus far)
 - Developed a comprehensive "New Deputy Guidance" document for the Emergency Management Office
 - The WICAMS card printer is back up and running

9. Emergency Medical Services Activities

- Grant Applications and Reporting
- Meetings, Trainings, Operations, and Activities

EMS Coordinator Andrea Krantz:

- All payments have been processed for the 2024 Emergency Medical Responder (EMR) Grant
- Recently there was a Pulse Point outage - it is back up and running

10. Jail Activities

- Staffing, Operations, and Activities

Captain Ronnie Leach:

- Staffing in the jail remains steady
- One female Corrections Officer vacancy - conducting background checks
- Four newer officers are attending Jail Academy

11. Operations Activities

- Patrol - Staffing, Operations, and Activities
- Communication Center - Staffing, Operations, and Activities

Captain Josh Ostrowski:

- Patrol:
 - Couple promotions coming up in a few weeks for the vacant sergeant and lieutenant positions
 - Deputy interviews are scheduled for March 12, 2025
- Communication Center:
 - One new Communication Technician is in training and is doing well
 - Testing two candidates for the vacant Communication Technician positions

12. Administrative Activities

- Staffing, Operations, and Activities
- Past and Upcoming Events

Sheriff Mike Lukas:

- Two recent Portage County Sheriff's Office Retirements:
 - Lt. Steven Brown - February 21, 2025
 - Sgt. Travis Morgan - February 21, 2025
- Promotions/Position Changes:
 - Sgt. Dustin Kitzman has been promoted to Lieutenant
 - Sgt. Rob Hamilton will be moving to Court Services Sergeant position
 - Working on promotions to the two patrol sergeants positions
- Deputy Elliot Schmoll was presented with the Award of Valor at the Wisconsin Sheriff and Deputy Sheriff Association Conference
- Sheriff's Office deputies participated in the First Responders basketball game with students at SPASH on February 18, 2025

13. Medical Examiner Activities

- Staffing, Operations, and Activities
- Conferences and Trainings

Medical Examiner Heather Schultz:

- Attended the bi-annual WI Coroners and Medical Examiners Association Conference
- Forensic Science Center should be operational by the end of 2025

14. District Attorney Activities

- Staffing, Operations, and Activities

District Attorney Cass Cousins:

- no updates

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

15. Public Safety/Emergency Management Committee Meeting Minutes

A motion was made by Stan Potocki, seconded by Shaun Przybylski, to approve the January 22, 2025 Public Safety/Emergency Management Committee Meeting Minutes. Motion carried by voice vote, with no negative votes.

DISCUSSION ONLY

16. Portage County Sheriff's Office 2024 Annual Report

17. Portage County Medical Examiner 2024 Annual Report

DISCUSSION/POSSIBLE ACTION

18. Discussion/Possible Action Re: Approval for Out-of-State Travel

A motion was made by David Medin, seconded by Stan Potocki, to approve Out-of-State Travel. Motion carried by voice vote, with no negative votes.

19. Discussion/Possible Action Re: Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings
- Special meeting attendance reports

NEXT MEETING DATE Wednesday, March 26, 2025 at 8:00AM, LEC Training Room

ADJOURNMENT

A motion was made by Stan Potocki, seconded by Shaun Przybylski, to adjourn. Motion carried by voice vote.
Meeting adjourned at 8:19am.