



# PORTAGE COUNTY

## MEETING MINUTES

### PUBLIC SAFETY/EMERGENCY MANAGEMENT COMMITTEE

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

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Wednesday, July 28, 2021

7:00 AM

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#### REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 726 495 192, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to [norgaark@co.portage.wi.us](mailto:norgaark@co.portage.wi.us). The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

#### CALL TO ORDER

The Public Safety/Emergency Management Committee meeting was called to order at 7:00 AM

Members Present: Stan Potocki, Dan Martinson, Don Jankowski

Attending In-Person: Stan Potocki, Don Jankowski

Attending Online: Dan Martinson

Members Excused: Anton Anday, Scott Soik

Members Absent:

Others Attending:

Sheriff Mike Lukas, Sheriff's Office

Chief Deputy Ben Beaudoin, Sheriff's Office

Captain Josh Ostrowski, Sheriff's Office

Captain Ron Leach, Sheriff's Office

Katarzyna Norgaard, Sheriff's Office, Recording Secretary

Robert Weinert, Emergency Management

Anthony Luchini, Emergency Management

Andrea Krantz, EMS

Adam Meshak, Amherst Fire Department

Others Excused:

Scott Rifleman, Medical Examiner

#### APPROVAL OF MINUTES

1. Public Safety/Emergency Management Committee Meeting Minutes May 26, 2021

A motion was made by Don Jankowski, seconded by Dan Martinson, to approve May 26, 2021 Public Safety/Emergency Management Committee Meeting Minutes. Motion carried by unanimous voice vote.

#### VENDOR INVOICE LIST REPORTS

No questions on Vendor Invoices

2. Sheriff
3. Emergency Management
4. Emergency Medical Services

5. Medical Examiner

**SHERIFF'S OFFICE ACTIVITY REPORTS**

6. Emergency Management

- Introduction of Anthony Luchini - Deputy Emergency Management Coordinator
- Emergency Management Activities:
  - Monitoring severe weather on 07/28/2021
  - Working on completing the County Emergency Operations Plan
  - Working with various facilities on completing chemical offsite plans
  - Working with the hazmat team on completing a Computer Hazmat grant application
  - Wrapping up the EPCRA (Emergency Planning and Community Right-to-Know Act) grant for fiscal year 2021

7. Emergency Medical Services

- EMS Activities:
  - Helped with Amherst Fair - worked on recruiting for EMR (Emergency Medical Responder) Groups
  - Working on setting up a public forum with the providers for October; date is yet to be determined.

8. Jail Activities

- Bookings have almost doubled in the past two months
- Staffing:
  - A female who started on 06/07/2021 has completed her training
  - Still looking for a candidate for an open male position
- COVID-19 vaccines are being offered to inmates every Tuesday. About 50% of jail population has been vaccinated

9. Operations Activities

- Patrol
  - The new patrol deputy is in training and doing well
  - Deputy testing is set for Saturday, July 31, 2021 for two open deputy positions
- Communications Center:
  - Two new communication technicians are in training and doing well
  - NextGen 911 upgrade is almost complete
- Public Safety Software Project: in the process of building modules within the system, end user training is scheduled for fall

10. Administrative Activities

- K-9 handler position has been posted, 6 candidates applied. Once a handler is selected, a search for a K-9 unit will start and fundraising efforts will begin to replenish the funds used for a dog purchase
- Dan Wachowiak retired after 21 years of service
- Tim Peterson retired after 30 years of service
- Heather Holden has been promoted to a supervisor position in the Communications Center, replacing Tim Peterson
- Portage County Sheriff's Office application for the \$616,000 Rep. Ron Kind Grant for body and in-car cameras went through the House Committee on Appropriations
- Portage County Sheriff's Office was approved a \$150,000 grant for a full body scanner for the Corrections Division. Sheriff is working with the purchasing department on a sole source/RFP (Request for Proposal) for the scanner
- Tuesday, August 3, 2021 - swearing-in of the new Law Enforcement Records Specialist
- Wednesday, July 21, 2021 - Police Lights of Christmas - a fundraiser to purchase gift cards to give to people in need during holiday season

- Budget season: Sheriff will be submitting a request for the following positions: two Communications Center night-shift supervisors, two deputies and two corrections officers

11. Medical Examiner Activities

- No Report

**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 reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

**CORRESPONDENCE**

12. EMS Provider Monthly Activity Reports

13. Medical Director's Reports

**DISCUSSION/POSSIBLE ACTION**

14. Discussion/Possible Action Re: Regarding 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, August 25, 2021 at 7:00am

**ADJOURNMENT**

A motion was made by Don Jankowski, seconded by Dan Martinson, to adjourn. Motion carried by voice vote.  
Meeting adjourned at 7:27 AM.

**NOTICES**

*Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.*

*Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.*