

## **Buffalo County Public Meeting Minutes**

**Committee/Board:** LAW ENFORCEMENT AND EMERGENCY MANAGEMENT  
COMMITTEE

**Date of Meeting:** April 10th, 2023

**Electronic and Hardcopy Filing Date:** April 18, 2023.

### **1: Call to Order/Roll Call:**

Mike Taylor called the meeting to order at 11:30 a.m..

In person: Mike Taylor, Nathan Nelson, Carol McDonough, John Sendelbach, and John Hadley

Others present in person: Sheriff Mike Osmond, Lt Logan Olson, EM Lucas Teska, Deputy Jake Laehn. Virtually: Deputy Sheyann Wieczorek, Communication/Corrections Officer Emily Walter, 911 Coordinator Tammy Huber.

### **2: Public Comments:** None

### **3: Review/Discussion/Action: Minutes of Previous Meeting:**

Nate Nelson made a motion to approve the minutes, seconded by Carol McDonough. Carried.

### **4: Review/Discussion: Committee Chair Report:** None

### **5: Review/Discussion ~ Emergency Management Report:**

Lucas Teska advised that he needs to complete 4 online classes and a final test for Basic Certification. He is hoping to get it completed before they change the requirements. He hosted a storm spotter training with the National Weather Service and 13 people attended. He continues to work on updating each Municipalities Emergency Operation Plans. He attended a workshop on a program called CAMEO which helps build plants for reporting facilities. He also attended a 2-day FEMA class on Alert and Warning Technical Assistance. He met with the City of Alma services meeting to discuss flooding. He also met with Buffalo City, Cochrane, and Fountain City public works employees to count sandbags. John Hadley told Lucas Teska congrats on completing classes, he wanted to know when he will complete everything, Lucas advised they only do tests at certain times, so he doesn't have an exact date. Lucas also advised that he met with the committee, and they are predicting moderate flood levels. John Hadley asked if there was a timeframe and he said they are predicting starting this Friday to the end of April.

### **6: Review/Discussion ~ Emergency Management current Expenditures:**

Lucas advised that the numbers are still not in, and he hasn't had any major expenses. John Hadley stated that he was able to get the numbers and he is doing good. He is at about 22% currently.

## **7: Review/Discussion/Action: Law Enforcement Vouchers:**

John Hadley was happy that all we had to pay Pepin County for housing female inmates was \$350.00. Osmond stated that it is going well, and he hasn't heard any complaints. Kassie advised that there isn't any Advanced Correctional on this voucher and that there was a mix up with billing so next month you will see a higher amount, but it is for multiple months. Mike Taylor advised to just make what months it covers. Report was accepted.

## **8: Review/Discussion/Action ~ Law Enforcement Expenditures:**

Osmond advised that the numbers still aren't in. John Hadley advised that he was able to get the numbers and Patrol is at 25.8% and the Jail is at 18.8%. Report was accepted.

## **9: Review/Discussion/Action ~Purchase of fleet and body cameras:**

Osmond advised that they sat down with 3 different vendors, and they contacted one more but didn't hear anything back. The 3<sup>rd</sup> vendor they met with did not get them any quotes. They were able to bring quotes for Axon and Watchguard/Motorola Solutions. Jake Laehn handed out multiple packets with information for both quotes. Osmond advised that they have a policy that any interaction with the community needs to be recorded. The total Fleet and BWC for Axon is \$291,768.14 and the total Fleet and BWC for Watchguard/Motorola is \$166,700. Osmond advised that a current issue they are having is saving video, as it takes a long time to download on a hard drive. With both new options they will be cloud-based, which is a lot faster. Osmond wanted to know if ARPA funds could possibly help pay for it. Mike Taylor advised that they were supposed to hear at their last meeting what was left in there but hadn't heard anything. Lucas Teska reached out to Lee Engfer, and he advised there is about \$300,000 left. Osmond advised that he is trying to be proactive, so we don't run into the issue of being without a camera and having to park a car. John Hadley asked how many people have body cameras and how many have squad cameras. Osmond stated that everyone has body cameras, and every squad has a camera except Chief Deputy Colin Severson and himself. Osmond also stated that the body cameras in the jail are separate. John Hadley wanted to know if we should contact the company, we didn't get numbers from, and Osmond stated that he gave them a deadline. He was concerned about what kind of service we would get if we couldn't even get numbers back from them. Osmond said the goal of these companies is to stay current by doing contracts, and both companies offer redactions software. John Hadley asked about grants, and Osmond said that Motorola has a grant. John Hadley said we have a grant writer and Osmond said then he would have to sit with the grant writer to tell him what to put in it. John Sendelbach and Nate Nelson want to look into ARPA Funds. This topic will be carried over to our next meeting.

## **10: Review/Discussion/Action ~ Hiring Process Update/hiring Options:**

Osmond advised that they are on the 3<sup>rd</sup> go around for the hiring process for the Patrol Deputy. Currently they have received applications from someone that is still in school and one that hasn't gone to school yet. Osmond stated that we are not competitive. The 1st round offered to hire one of the applicants, but they got offered more in Winona. The 2<sup>nd</sup> round they had zero applicants. Right now, if someone lives out of county, they can't take their squad home. He had the idea of allowing them to take their squad home if they live within 5 miles of the county line. Osmond is looking for ways to get people to want to work here, as pay is one of the issues. John Sendelbach thought that would be a good idea, but he wouldn't go over the five miles and we would have a faster response time if they were able to take it home. Mike Taylor stated Lee told

him that he (Lee) had some ideas, and he was going to talk to Osmond. Osmond stated that Lee has yet to reach out to him with his ideas. Osmond also had the idea of sponsoring people to go to school, but he stated that you just can't guarantee that they will stay. John Sendelbach brought up doing a reimbursement program and have a stipulation that it won't get paid until they are employed for a certain period of time. Osmond also brought up that other agencies are doing lateral transfer, which is when someone has experience when they go to another agency and they don't have to start over with vacation and pay. Mike Taylor said we should bring the steps to Human Resources Committee. We will have to check with Lucas and Lee on insurance for taking squads home outside of the county.

**11. Review/Discussion/Action ~ Jail Nurse Compensation:**

Osmond advised that currently we are paying the nurse \$40.00 to come do blood draws. He would like to increase it to \$75.00 and we would try to get reimbursement from restitution. He stated that if they end up going to the hospital to get the blood draw, that increase will help pay for mileage. He talked to the D.A.'s office and they were fine with doing \$75.00. The board members wanted to know how many OWI's we have a year. Osmond did not have the numbers, but he advised that it's less than 1 a week. John Sendelbach made a motion to increase the amount paid to the nurse from \$40.00 to \$75.00 for a blood draw at the jail, seconded by John Hadley. Carried. Move to Human Resources Committee.

**12. Review/Discussion/Action ~ Officer/Courthouse Security:**

Osmond advised that this matter will only be a discussion. He discussed that there have been some changes from the state and he is going to re-evaluate who has access to restricted materials. He will be working with Lee Engfer to see who needs to be approved. He stated that Courthouse Security falls under the Sheriffs Office.

**13. Review/Discussion/Action ~ LT. Job Description:**

Osmond advised that Logan Olson is certified and has worked in law enforcement for many years. He stated that currently Logan has been assisting with courthouse security and is carrying his gun and it is being done under the part in his job description that states "this list of duties is not to be construed as all-inclusive and may be modified as need requires (also see attached "Expectations" list). Special duty assignments will occur." Osmond would like to make it clearer by adding some duties to his Job Description: Maintains knowledge of applicable laws, rules policies, procedures and regulations regarding law enforcement, emergency communication and jail activities. Interprets rules, regulations, polices and procedures for subordinate personnel. If sworn law enforcement, lead and /or assist for all jail incidents ensuring proper reports and complete information sent to the District Attorney's Office for possible charges, includes having to testify at proceedings regarding such investigations. If sworn law enforcement, perform and/or assist patrol when needed or on a backup basis. If sworn law enforcement, will help maintain Courthouse Security and provide Courtroom Security if needed. Will respond to assistance needed throughout the Courthouse when needed and take action if necessary. If sworn law enforcement, must be law enforcement certified and to maintain certification throughout employment. Ability to legally operate, maneuver equipment such as emergency vehicles, emergent communications equipment, restrain/immobilization devices(taser), first aid, fire protection equipment and any other addition law enforcement related equipment. John Hadley made a motion to amend the Jail Lieutenant job description to include the additional duties

proposed by Sheriff Osmond, seconded by Carol McDonough. Carried. Move to Human Resources Committee.

**14. Discussion ~ 2022 Jail Inspection Report:**

Osmond advised that we had our jail inspection back in December, and we are non-compliant and have been for a long time. The report was handed out to the board members. On the second page it states what the violations are: classification of inmates and multiple times staff were over the 60 minutes timeframe with conducting their well-being checks. Osmond advised that classification has always been a problem due to having a small jail and that with the new software for doing rounds and logging everything has helped with rounds being on time. Osmond stated that some of the reasons for being late on rounds were if they were doing a booking or dealing with a big call and only having two people working. He stated at some point we will have to look at building a new jail.

**15. Discussion ~ Deputy Equipment Cost:**

Osmond just wanted to let the board know that it cost approximately \$16,000 per deputy for equipment.

**16. Discussion ~ Holiday Pay Correction:**

Kassie advised that she believes everything is correct now, she just can't explain everything. Kassie advised that in the notes with the correction it looks like on Law Enforcement Overtime that was a debit of \$707.44 which was true Overtime, and Holiday had \$2,287.71 which was true Holiday cost. The Jail had \$2,841.87 of true Overtime and \$0.00 for true Holiday pay.

**17. Review/Discussion/Action ~ Acceptance of Donations:**

Kassie stated that we had one donation come in from Thomas and Deborah Pedric in the amount of \$150.00 for the DARE Program. Carol McDonough made a motion to accept the donation, seconded by Nate Nelson. Carried.

**18. Review/Discussion ~ Sheriff, Chief Deputy, and Jail Administrator Monthly Reports:**

Osmond said they have the flood run this weekend and the following weekend they have drug take back. He also discussed that he took Colin and Deputy Olson to assist Winona with their missing person search.

Osmond also did the Chief Deputy report. There were 831 calls for services, one transport, 28 traffic accidents, 12 warrants issues, one warrant served and 30 civil processes issued and 28 served. There was a total of 89.75-hours overtime and 63.75 hours reimbursed.

LT Logan went over that they had 34 bookings in March with a total of 88 total bookings for 2023. For March we received \$2,881.76 for ES Sanctions for housing probation. We have received \$1,540.00 for Huber fees. Olson advised that they have five people on our warrant/detainer list. He advised that we have two Huber's currently with one of them working. We have one Huber inmate serving in Trempealeau County. The jail started virtual AA meetings with Trempealeau County Jail and AA for incarcerated subjects. Zach Schell started in March

and training is going well. Wednesday a female will be starting and in May another female will be starting.

**19. Review/Discussion/Action ~ Committee Yearly Jail Tour:**

Osmond stated that as of this morning, all committee members completed their yearly jail tour.

**20: Review/Discussion/Action ~ Next Meeting Date and Time:**

A meeting on May 8<sup>th</sup>, 2023, at 11:30 a.m. was scheduled.

**21: Public comment not related to agenda items:** None

**22: Adjournment:**

Carol McDonough made a motion to adjourn at 1:30 p.m.

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Kassie Serum, Secretary