

**LINCOLN COUNTY
LAW ENFORCEMENT, EMERGENCY MEDICAL SERVICES, JUDICIAL AND
EMERGENCY MANAGEMENT COMMITTEE
Lincoln County Service Center Room 257
Wednesday, September 13, 2023, at 4 p.m.**

MINUTES

Members present: Jesse Boyd, Jim Meunier, Steve Osness, and Laurie Thiel. (4), Don Friske
Department Heads Present: Tom Barker Valorie Caylor, Becky Byer, Ken Schneider, Kristopher Ellis, Samantha Fenske, Chris Marlowe, Renee Krueger, and Tyler Verhasselt.
Virtual: Josh Klug **Guests:** Robert Caylor (Tomahawk EMS)

1. Chair Boyd called the meeting to order at 4:00 p.m.
2. October Meeting Date and Time was confirmed as: Wednesday, October 11, 2023 at 4:00 p.m.
3. M/S Osness/Thiel to approve the August 9, 2023 minutes as presented - All ayes - Motion carried
4. Public Comment - None
5. **Emergency Management**
 - a. Year-to-date Budget Report –
 - b. Travel & Expense Report – Osness/Thiel to approve expenses. All Ayes
 - c. Authorization to attend Wide Area Search (PER213) class in Houghton, MI. M/S Osness/Miller to authorize Verhasselt’s lodging expenses for the Wide Area Search Training. All ayes.
6. **Coroner**
 - a. Coroner’s Report – Caylor gave her report and it was placed on file.
 - b. Travel & Expense Report – M/S Osness/Miller to approve the expenses. All ayes.
 - c. Year-to-date Budget Report – Reviewed and placed on file.
 - d. Approval of Morgue CIP reallocation to Maintenance. M/S Thiel/Meunier to move the remaining CIP funds to the maintenance budget. All ayes.
7. **Judicial**
 - a. District Attorney and Victim Witness– Kristopher Ellis.
 - i. Year-to-date Budget Report – reviewed and placed on file. Ellis noted that there will be line item adjustments at the end of the year.
 - ii. Active Cases and Breakdown Report. Ellis reviewed his report and answered questions. Report was placed on file.
 - b. Clerk of Courts and Family Court – Thomas Barker
 - i. Year-to-date Budget Report – Barker reported no concern, report was placed on file. Also reported 3 jury trials last month.
 - ii. Judicare Caseload – Barker reported a high case load and the amount of paperwork that has resulted. Current cap is five cases per month.
 - c. Register in Probate and Circuit Court – Becky Byer
 - i. Year-to-date Budget Report – Byer had no major concerns citing her gaudian ad litem line item as her biggest concern. Her report was placed on file.
 - ii. Approval of Time Sheets. M/S Thiel/Meunier to approve Byer’s time sheets. All ayes.
 - iii. Security Check Point Screening – Judge Russell updated the committee on their progress. Russell highlighted the three major pieces to the process as Historical Society approval, equipment purchases, and staffing. The committee cited the approval from the Historical Society as step one. The Historical Society has a planned walk through on Oct 10, 2023. Once the committee receives the Historical Society’s recommendations they can continue to step two of identifying the equipment needed. Russell specified that this would result in having one public entrance. Russell the answered questions.
 - iv. Report on Active Shooter Exercise at Courthouse – Judge Russell reported on the August 11th active shooter training. He explained the details and felt it was useful for their Security Check Point planning. Russell felt these exercises should be done more often.
8. **Sheriff’s Office**
 - a. Statistical Reports
 - i. Case Summary Report – Reviewed and placed on file.
 - ii. Expense Budget, Revenue Budget (Year-to-date Report) Iverson reported no major concerns. He pointed out that the influx of new squads, effecting their expenditures, is

due to the lack of supply being affected by the computer chip shortages at the manufacturing level. We are receiving squads that had been ordered long ago.

- iii. Recreational Officer Activity Report – Reviewed and placed on file.
- iv. 9-1-1 Supervisor's Report – Iverson reported two new hires in dispatch.
- v. Jail Census Report – Reviewed and placed on file. Iverson reported that local news agencies reported on the female corrections officer shortages. We did get one female applicant, and had not seen one for some time. We currently have a shortage and have one near retirement age.
- vi. Personal Policy Addendum Approval – 911 Telecommunications Officer. M/S Meunier/Miller to approve the Personal Policy Addendum as written.

9. Emergency Medical Services

- a) Tomahawk Report – Robert Caylor reviewed the report with the committee and answered questions. Placed on file.
- b) Merrill Report – Chief Klug was available for questions on his report. Placed on file.
- c) 2024 Provider Budgets – Tomahawk and Merrill M/S Miller/Osness to approve both the Merrill and Tomahawk 2024 provider budgets. All ayes.
- d) Monthly Charge Report, Write-offs, and Collections – M/S Osness/Thiel to approve write-offs of \$7,207.71. All ayes.
- e) Year-to-Date Budget Report. Fenske presented the EMS budgets where she had no major concerns. Report placed on record.
- f) Price increased to Ambulance cost. Robert Caylor reported that our ambulance quotes were good until the end of the month and that after that they would go up \$7500 each. The two gas chassis with four wheel drive are already ordered. Caylor also felt the autoworkers strike could delay production. Ambulance delivery would be in 2025. Traditionally Lincoln County has received discounts for paying upfront rather than on delivery. Fenske pointed out that the ambulance scheduled to be ordered in 2024 is subject to the county board approving the 2024 budget, which will be done in November. She also noted that the second round of ARPA Funding Requests was not yet open or available. Chief Klug believed that orders can be cancelled should the funding be struck from the final budget. Caylor will follow up with the manufacturer on hard deadlines and clarify when payment needs to be made. M/S Thiel/Meunier to forward to the Finance Committee for the approval of two ambulance boxes. All ayes.

10. Resolutions and Ordinances

- a. Resolutions
 1. Resolution to Change the Name of the Law Enforcement, Emergency Medical Services, Judicial and Emergency Management Committee to the Public Safety Committee. M/S Miller/ Meunier to approve and forward to the full county board. All ayes.
 2. Chief Deputy Sheriff Compensation Adjustment. Osness agreed to author and Miller agreed to co-author. M/S Osness/Miller to approve and forward to both the A&L and Finance Committees. All ayes.
- b. Ordinances (All ordinances are to update the committee name to Public Safety Committee)
 1. Chapter 2-The Governing Body. M/S Osness/Thiel to approve and forward to the full county board. All ayes.
 2. Chapter 3-Finance and Taxation. M/S Thiel/Osness to approve and forward to the full county board. All ayes.
 3. Chapter 5-Law Enforcement. M/S Osness/ Meunier to approve and forward to the full county board. All ayes.
 4. Chapter 6-Emergency Management. M/S Miller/Thiel to approve and forward to the full county board. All ayes.

11. Closed Session to discuss the Collective Bargaining agreement Article 22. M/S Thiel/Meunier to go into closed session and include Administrative Coordinator Renee Krueger. Roll call: Ayes Thiel, Osness, Miller, Meunier, and Boyd (5). Nays (0) Motion passes 5-0.

12. Return to Open Session. M/S Thiel/Osness to reconvene. All Ayes

13. Action, if any, from closed session. There was no action taken from closed session.

14. Boyd adjourned the meeting at 5:30