

**Minutes**  
**Law Enforcement/Emergency Management Committee**  
**July 16, 2008**

Members present: Geraldine Van Tassel, Deloris Vind, Ray Seiler, and John Bortle.

Also present: Sheriff Richard Anderson, Chief Deputy Puent and Ed Rickelman, Customer Support Engineer with Sagem Morpho Inc.

The meeting was called to order by Van Tassel at 2:00 p.m. stating proper posting and notification has met open meeting requirements. Motion by Seiler and seconded by Bortle to accept the agenda as submitted. Motion carried 4-0.

Motion by Bortle and seconded by Vind to accept the minutes of the June 18, 2008 meeting as submitted. Vind questioned if she was required to take minutes as secretary of this committee. Vind was advised that if she would like to sign the minutes after they are approved that would be fine but she did not have to take the minutes. Motion carried 4-0.

***Live Scan Bid Openings***

Chair VanTassel opened and reviewed the Live Scan Bids submitted by Sagem Morpho, Fahlgreen Biometric Solutions, Indentix (L-1 Identity Solutions), and ID Networks.

Sheriff Anderson advised that Lt. Niederkorn was unable to attend the meeting as she is on vacation. He asked the committee not to make a final decision on the Live Scan bids at this time. Sheriff Anderson has asked Lt. Niederkorn to follow-up on some additional questions regarding these systems. This information will be presented at the next Law Enforcement Committee meeting. At that time the committee would have more information to assist in making the final decision.

Lt. Niederkorn had contacted other Jail Administrators regarding their current Live Scan systems. It appears that most agencies are satisfied with their equipment but there were some concerns regarding service.

Seiler questioned the longevity of this type of system. Rickelman advised the approximate longevity of the equipment is seven to eight years. Seiler further questioned if there were to be a new jail facility in the near future, would it be possible to move this system to the new site. Rickelman advised that the system could be moved to the new site. Rickelman further advised the portable unit can be used as a portable unit and it can also be made stationary depending on the need.

Lt. Niederkorn had previously questioned if a laptop and docking station would be included. Rickelman advised that the laptop would be included, but the docking station would be extra. The approximate price for a docking station is \$100.

The question was raised regarding the ability to interface with our current RIMS In-Custody system. Rickelman advised that is a possibility but our current RMS In-Custody provider, Sun Ridge, may have a charge associated with the interface.

Vind questioned if there will be future regulations requiring all information to be the same. Chief Deputy Puent advised that there are five vendors approved by the state of Wisconsin who have passed state specs. All five vendors send the data in the same format to the state. Bortle questioned if they are all interchangeable. Rickelman advised when the records go to Madison

they all have to be in the same format. This format was developed by the FBI several years ago.

Anderson advised he would like this system to provide identifying capabilities. Rickelman advised that technology is in the process. Anderson questioned if a new system would have to be purchased if that technology became available. Rickelman states a new system would not be needed as it would be an upgrade to this system.

VanTassel questioned Rickelman how long the submitted bid is valid. Rickelman advised the bid is valid for 180 days.

Anderson questioned Rickelman how old the equipment is. Rickelman advised the 3000 system is approximately three years old. The newest unit is the 4800. The difference between the two units is that the 4800 has palm capability. According to Rickelman, software changes and downloading options are easier on Identix models. Bortle questioned who does the service. Rickelman advised he does service as well. Rickelman advised that he just received information yesterday that there will be a decrease in price on the Identix equipment. Rickelman will forward that information as soon as he receives it.

VanTassel advised the bids are too involved to make a decision at this time. VanTassel further advised that she would like Sheriff's Department staff to review the bids and information submitted regarding each system. Sheriff's Department staff will then present additional information and recommendations at the August Law Enforcement Committee meeting.

VanTassel thanked Rickelman for attending the meeting and answering questions.

#### ***Resolution for Live Scan Grant***

This agenda item will be postponed until the August Law Enforcement Committee meeting. At that time the Sheriff's Department will provide a review of the bids submitted.

#### ***Resolution to Transfer Monies for Vehicle Purchase***

The committee was advised that there is one correction to the resolution originally mailed to committee members. The second 'whereas' stated the Sheriff's Department sold three 2008 Ford Crown Victorias and instead should state the Sheriff's Department sold three 2004 Ford Crown Victorias. The committee was provided copies of the corrected resolution.

The Sheriff's Department purchased three 2008 Ford Crown Victorias to replace three 2004 Ford Crown Victorias. The Sheriff's Department sold three 2004 Ford Crown Victorias at auction in lieu of trade-in. The Sheriff's Department also sold seven old light bars at auction.

A check was issued to the Trempealeau County Sheriff's Department in the amount of \$9,454.25 and initially receipts to revenue account #101.48300. This revenue is used to cover equipment changeover of new vehicles.

The resolution states that all revenue from the sale of the three 2004 Ford Crown Victorias and seven light bars shall be directed back into the Sheriff's Department Capital Purchase/Vehicle budget line #101.52100.810 for changeover of new vehicles.

Sheriff Anderson advised that the amount received at the auction this time exceeded previous sales.

***Motion by Seiler and seconded by Bortle to approve the corrected resolution regarding the Sheriff's Department request to forward monies for vehicle purchase. This resolution will be forward to the Executive/Finance Committee. Motion carried 4-0.***

### ***Weapons Storage/Upkeep***

Sheriff Anderson advised that there is a continued concern regarding weapons storage and upkeep. With Restraining Orders/Injunctions there is often a stipulation that the weapons be turned over to the Sheriff's Department. In these instances the weapons are to be returned in the same condition as when they are turned into the department. At this time the weapons are stored in the evidence room, which is overflowing with items.

Sheriff Anderson advised he considered renting storage but that is not a possibility because the weapons need to be under our strict lock and key.

Bortle and Seiler questioned if a storage fee can be charged for storing these firearms. Chief Deputy Puent will speak with Corporation Counsel and follow-up to determine if a storage fee can be charged. Vind questioned if a large gun safe could be purchased to store the firearms. Sheriff Anderson will continue to follow-up on this issue.

### ***Jail Addresses***

*Inmate Trust Accounts* – Lt. Niederkorn has notified Stansfield Vending of the jail's needs for an inmate banking system to be associated with the inmate vending. Stansfield has responded that they are looking into a banking system to accompany their vending system. If Stansfield is not able to meet the jail's need staff will continue to explore other options.

*Inmate Medications* – The Jail Nurse continues to have concerns with potential costs for inmate medications. At this time the Jail Nurse continues to monitor medication costs and is doing everything possible to keep these costs down.

The Jail Nurse has contacted Wal-Mart and may be able to receive some generic medications for \$4 each, including shipping costs. In order to get the medications through Wal-Mart an account would have to be setup and the charges would be made to a credit card. The Jail would continue to utilize Colby's for short term inmates or instances where medications are needed immediately.

*Out of County Housing Contract* – The resolution regarding the Out of County Housing Contract with Chippewa County has already been approved by this committee.

The resolution was then forwarded to Executive/Finance Committee which had questions regarding the terms of subleasing. The contract with Chippewa County is specific to Chippewa County housing Trempealeau County inmates. Any issues regarding subleasing would have to be addressed with the county that would be subleasing the bed space. Sheriff Anderson advised that there has not been an issue to date. The question is if it is possible to come up with a subleasing agreement that will be beneficial to both counties. If we sublease to another county and then need the bed space we may be forced to send our inmates to another county.

The Out of County Housing Contract will be reviewed by the full county board at next week's County Board meeting.

### ***Electronic Monitoring and Jail Census***

Trempealeau County Average Jail Population = 31.93

Average Out-of-County Jail Population = 27.33

Average Electronic Monitoring Population = 9.80

Total Average Jail Population = 69.07

Vind questioned how it is determined if an individual is placed on an INS Hold. Sheriff Anderson advised that Jail Staff contacts ICE. ICE then makes a determination if an individual qualifies

for deportation. If they determine that an individual qualifies for deportation then they will order an INS hold.

Bortle had a question regarding the statistical information regarding the charges category for inmates being housed in the Trempealeau County Jail. He further questioned the number of Disorderly Conduct Charges. Chief Deputy Puent advised that the majority of these offenses, as well as others, occur during nighttime or early morning hours.

Vind also requested information on the acronyms used for the charges listed. Chief Deputy Puent clarified that information for her.

Sheriff Anderson advised that he has been informed that the Jail Nurse may be looking for other employment. He has become overwhelmed with the number of inmates and their medical needs. There have also been difficulties in keeping track of the flow of medical information between Trempealeau County and Chippewa County. Sheriff Anderson will speak with him.

#### ***Discussion of General Operations***

Sheriff Anderson advised that the patrol department is still short staffed. There is one individual on light-duty, one on extended sick leave and one on workman's compensation. The initial interviews for the deputy position were held yesterday and today. There will then be a second interview. After the second interview an eligibility list will be established.

Sheriff Anderson advised that there are also some ongoing issues within the jail.

#### ***Questions Regarding Monthly Vouchers***

Monthly vouchers were reviewed.

#### ***Resolution Requesting Placement of Wireless Emergency 911 Surcharges Into the Budget Repaid Bill***

Emergency Management Director Schreiner was not able to attend this meeting so discussion of this agenda item will be postponed until the next meeting.

#### ***Emergency Management Update***

Emergency Management Director Schreiner was not able to attend this meeting so discussion of this agenda item will be postponed until the next meeting.

#### ***Set Next Meeting Date/Time***

The monthly Law Enforcement/Emergency Management Committee meeting will be held on Wednesday, August 20, 2008 at 9:00 a.m. in the Sheriff's Office.

Committee Chair, VanTassel, adjourned the meeting at 3:45 p.m.

Rebecca M. Suchla  
Administrative Assistant