NOTICE OF MEETING

LAW COMMITTEE

March 3, 2022 - 4:15 PM

Law Enforcement Center
525 North 6th Street
Sheboygan, WI 53081

LEC-West Conference Room

Agenda

- Call to order
- Pledge of Allegiance
- Certification of Compliance with Open Meeting Law
- Approval of Minutes
- Correspondences/Communications

Clerk of Circuit Court

- 4th Quarter Variance Report

Sheriff

- Sheriff's Report
- 4th Quarter Variance Report
- Consideration of Vacant Position Request (VPR) for Part-time Administrative Assistant
- Consideration of appointment of Rory Beebe to the EMS Council representing the County Fire Chiefs Association
- Consideration of EMS Council Annual Report
- Consideration of appointment of Eric Bollar to the Local Emergency Planning Committee representing City of Sheboygan Fire Department.

- Consideration of vouchers
- Consideration of attendance of members at other meetings or functions
- Adjourn

Prepared by:
Jodi LeMahieu
Recording Secretary

Charlette Nennig
Committee Chairman

Note: persons with disabilities needing assistance to attend or participate are asked to notify Jodi LeMahieu, 459-3895, prior to the meeting so that accommodations may be arranged.
A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Posted: March 1, 2022 @ 8:30 a.m.

SHEBOYGAN COUNTY LAW COMMITTEE MINUTES

Remote Meeting via Google Meet

February 3, 2022 **Called to Order: 4:15 PM** **Adjourned: 4:34**

MEMBERS PRESENT: Chairman Charlette Nennig, Vice Chairman Gerald Jorgensen, Secretary Brian Hoffmann, Member Paul Gruber, Member Wendy Schobert

MEMBERS ABSENT: None

ALSO PRESENT: Chad Broeren, Cory Roeseler, Jason Liermann, Dan Althaus

Call to Order

Chairman Nennig called the meeting to order.

Certification of Compliance with Open Meeting Law

The meeting notice was posted on February 1, 2022 at 9:35 a.m. in compliance with the open meeting law.

Approval of Minutes

Motion by Gruber, second by Hoffmann, to approve the minutes from the previous meeting. Motion carried unanimously.

Correspondences/Communications

There were no correspondences/communications.

Sheriff

Sheriff Roeseler gave an update on Corrections staffing and hiring.

Motion by Hoffmann, second by Gruber, to approve the appointment of Zachary Wilks-Metrou to the Local Emergency Planning Committee representing local media. Motion carried unanimously.

Motion by Gruber, second by Schobert, to approve amending Chapter 38.29, Regulation of Emergency Alarms. Motion carried unanimously.

Dan Althaus presented the annual adjustment to the Orange Cross Ambulance billing rates.

Motion by Hoffmann, second by Gruber, to approve the repairs to Squad 49. Motion carried unanimously.

Motion by Schobert, second by Hoffmann, to approve the repairs to Squad 33. Motion carried unanimously.

Motion by Jorgensen, second by Schobert, to approve the repairs to Squad 45. Motion carried unanimously.

Vouchers

Motion by Schobert, second by Hoffmann, to approve the vouchers and authorize a staff member to sign the vouchers. Motion carried unanimously.

Approval of Attendance at Other Meetings or Functions

There were no requests for approval of attendance at other meetings or functions.

Adjournment

Motion by Jorgensen, second by Gruber, to adjourn. Motion carried unanimously.

Jodi LeMahieu
Recording Secretary

Brian Hoffmann
Committee Secretary

VARIANCE REPORT FOR DEPARTMENT -- CLERK OF COURTS
FOR THE QUARTER ENDING 12/31/2021

TIMING / G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
Intergovernmental Revenues		
State Grants	(4,947.98)	Interpreter reimbursement was less than budgeted.
Fines, Forfeits, & Penalties		
Law & Ordinance Violations	24,760.36	Use of state tax refund intercept program and state debt collection, along with other daily collection efforts.
Public Charges for Services		
General Government	159,560.61	Use of state tax refund intercept program and sate debt collection, along with other daily collection efforts and bond forfeitures.
Interdepartmental Revenue		
Other Interdept'l Revenue	(4,475.30)	Less revenue due to cancelled Child Support Agency court time.
Personnel Related Expenditure		
Wages	66,246.16	Due to vacant positions throughout the year.
Benefits	22,330.97	Due to vacant positions throughout the year.
Operating Expenses		
Purchased Services	(52,439.48)	Greater than budgeted costs for indigent counsel appointments, guardian ad litem appointments, psychologists, witness fees and interpreters.

General Operating	(9,759.23)	Due to a new judge additional expense for forms, stamps and postage. Along with greater than budgeted costs for transcripts and office supplies. We purchased several standup desk risers for the staff.
Bad Debt Expense	(1,000.00)	Bond forfeiture was reinstated by the court.
Interdepartmental Charges		
Employee Related Insurance	111,726.30	Due to vacant positions throughout the year.
System Operation Charges	(7,123.12)	Overage on phone charges for phone conferencing in the courtrooms.
Variances Less Than Justification T	**(1,230.19)**	
TOTAL	**303,649.10**	**Positive**

VARIANCE REPORT FOR DEPARTMENT -- SHERIFF
FOR THE QUARTER ENDING 12/31/2021

TIMING / G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
Intergovernmental Revenues		
Federal Grants	170,999.31	Awarded the FY21 JAG grant and COVID Supplemental grant with the department incurring reimbursable expenses. Received payment from the State for Ryder Cup overtime costs.
State Grants	23,764.41	Awarded more than anticipated for the FY21 EMPG grant. Water Safety has had increased expenses which creates additional reimbursement.
Public Charges for Services		
Public Safety	147,132.58	Received aid from the State for housing sentenced, prison ready, inmates that have not been able to be transported to prison due to the pandemic.
Health Care Services	1,254.54	Increased collections of doctor and nurse visit fees from inmates.
Interest and Other Revenue		
Donations	1,313.54	Court ordered contributions for DARE.
Other Misc. Revenue	144,421.79	Commission on inmate telephone calls and commissary purchases is higher than budgeted. Patrol has done more security for businesses in county and provided security for the NASCAR weekend. There has been additional labor reimbursement for our Mechanic and Radio Tech for assisting outside agencies.
Interdepartmental Revenue		
Other Interdept'l Revenue	(1,160.00)	Bailiffs did not assist with IV-D cases and less than anticipated papers were served to inmates.
Personnel Related Expenditure		
Wages	379,388.23	Due to vacancies in Corrections and Dispatch.

Overtime	(740,495.11)	Primarily caused by vacancies in Corrections and Dispatch. The Ryder Cup in September caused $85,742 in overtime costs for Patrol.
Benefits	(17,806.21)	Due to vacancies in Corrections and Dispatch.
Operating Expenses		
Purchased Services	(72,188.35)	Due to the Ryder Cup, had to pay two other outside agencies to provide their bomb squads at the event.
Repairs and Maintenance	18,386.79	Maintenance of equipment had been less than anticipated.
General Operating	(70,185.07)	Fuel prices increased higher than budgeted. Purchased additional needed equipment.
Fixed Charges	(243,245.13)	Individuals are being placed on electronic monitoring due to the pandemic which has caused more than budgeted costs to rent additional monitoring bracelets.
Interdepartmental Charges		
Employee Related Insurance	270,012.91	Due to retirements in Patrol and vacancies in Corrections and Dispatch.
System Operation Charges	1,582.22	Less than anticipated printing needs for the department.
Capital Outlay	7,822.45	Upgrades to the radio system software cost less than budgeted.
Variances Less Than Justification Threshold	**7,078.67**	
TOTAL	**28,077.57**	**Positive**

Sheboygan County
VACANT POSITION REQUEST

(To be completed for all vacant positions during soft Hiring Freeze)

WISCONSIN

Date: 3/3/2022
To: Members of the Law Committee
From: Sheriff Cory Roeseler and Inspector Chad Broeren

Position Request:
Position: Part-time Administrative Assistant
Reason for Vacancy: Both individuals filling this role are unable to fulfill the hours needed
Justification:
We have 2 individuals working in this capacity; however, neither can work the number of hours that are required to fulfill the workload so we are asking to hire another individual in this capacity.

Staffing Consideration:
Department has considered all alternate options as it relates to overall staff needs? Yes ☒ No ☐

Budget Consideration:
Is this position within the Department's annual operation budget? Yes ☒ No ☐
If not, please state the amount over budget as well as the proposed source of funds: N/A

Costs:

The annual costs associated with the position (current year's wage & benefit rates):

Wages	Benefits	Total
$19,760	$4,160 (FICA, SS, & WRS)	$23,920

(Note: Costs for health and dental benefits should be net costs, after subtracting revenue from employee contributions.)

Department Head Signature_____ Date: 2/21/2022

Human Resources Director Signature_____ Date: 02/21/2022

Liaison Committee Signature_____ Date:_____

Human Resources Committee Signature_____Not required_____ Date:_____

Form Process:
1. Department Head completes VPR.
2. Department Head refers to Human Resources Director for approval.
3. County Administrator/Department Head presents VPR to Liaison Committee for approval/signature.
4. Department Head forwards VPR to HR

136 Fairview Drive 920-980-3064
Plymouth, WI 53073 rbeebe@wi.rr.com

Rory M. Beebe

Experience

2006 – 2021 (Retired) St. Agnes Hospital Fond du Lac, WI

Registered Nurse in Emergency Department

- Care of patients
- Charge Nurse
- EPIC upgrade team member
- Secretary of HERC Region 7
- Hospital Emergency Response to Terrorism Instructor (Decontamination)

1993 – 2006 St. Nicholas Hospital Sheboygan, WI

Registered Nurse in Emergency Department

- Care of patients
- Preceptor for new staff.
- Preformed Performance Improvement Projects.
- Committee member: Code Blue, Environmental Care, Documentation

1984 – present Lakeshore Technical College Cleveland, WI

Emergency Medical Service Instructor/Coordinator

- Emergency Medical Technician at the Basic, Intermediate and Paramedic Level.
- Advance Cardiac Life Support, Pediatric Advance Life Support, Basic Life Support (CPR).
- Incident Command Courses: Fire Service, Emergency Medical Services.

1982 – present Plymouth Fire Department Plymouth, WI

Firefighter/EMT

- Currently Assistant Chief EMS/Safety.
- Developed Driving Program for department.
- Developed Wellness and Health Program for members.
- Certified Incident Safety Officer by FDSO

1984 – 2008 Plymouth Ambulance Service Plymouth, WI

Manager (until 1991) **EMT-Intermediate** (Current)

- Developed Standard Operating Guidelines.
- Managed Day to Day Operations for service.
- Managed Account Receivable and Disbursements.
- Ran Emergency Response daily.

Education

Chamberlain University, Addison, IL 2017 – 2018

- Bachelor of Science Nursing

Lakeshore Technical College, Cleveland, WI 1991 - 1993

- Associate Degree Nursing

Lakeland University, Sheboygan, WI 1977 - 1981

- B.A. Major: Religion Minor: Coaching

FEMA Educations

NIMS 700, 800, ICS-100, 200, 300, 400

Mass Fatality Management, HealthCare Leadership for Mass Causality Incidents, Hospital Emergency Response To Terrorism Emergency Operations Center Management for FDL County Incident Safety Officer, Fire Department Health Officer, Managing Company Operations, Various other courses….

Interests

Plymouth Youth Athletic Association, Emergency Nursing Association Member, Sheboygan County Fire Chief's Association, WIAA Official, Teaching,

SHEBOYGAN COUNTY EMERGENCY MEDICAL SERVICES COUNCIL
ANNUAL REPORT 2021
February 16,2022

Ladies and Gentlemen:

I am pleased to present the annual report from the Sheboygan County Emergency Medical Services Council. The 2021 year continued to challenge the members of the Council. The following is a summary of the challenges met.

Combined dispatch is working well, and Emergency Medical Dispatch (EMD) is going well. Protocol 45 went into effect this year which made ambulance requests from local clinics and ambulatory care centers more seamless and better use of emergency personnel. Noncompliance rate for accreditation is 7% and the dispatchers continue to work diligently to achieve this. A new supervisor will be added in January 2022. Compliance numbers continue to improve every month. Dispatch is committed to achieving accreditation as soon as possible.

The Council recognized Allen Wrubbel for his service and commitment as a member on the EMS Council. He will be missed.

Orange Cross has picked up the ambulance service by Oostburg and has done well this past year. Oostburg Emergency Medical Responders were added to the EMS plan.

NASCAR and the RYDER CUP were in Sheboygan County this past year and went well. Planning and communication between the organizers and local EMS officials led to a well-run emergency response for both events. We look forward to the main NASCAR event coming again this summer.

The Council continues to evaluate the EMS plan every year and responds to changes appropriately. Adell First Responders requested to expand coverage area to an area that is currently not covered. Orange Cross operations plan allow paramedic ambulances to be dispatched on an as needed basis. This has been continued this year and continues to be evaluated and improved every month.

The Council continues to get updates on the ongoing pandemic and monitors the terrific job Emergency Management has been doing in keeping up with statistics and distribution of PPE stock as needed by local responders.

In 2021, the EMS Council will continue to monitor the EMS system and address problems that arise so that we may

continue to enjoy the high quality of Emergency Service that we have in Sheboygan County.

Respectfully submitted,

Thomas M. Bahr BA BSN RN TNS EMT-P(retired)

Member at Large

Vice Chairperson, Sheboygan County Emergency Medical Services Council

ERIC BOLLAR

428 S. 9th Street Oostburg, WI 53070 · 920-889-9837
Eric.bollar@sheboyganwi.gov

This resume is being submitted for a position with the Sheboygan County LEPC.

EXPERIENCE

12/2008 – CURRENT

LIEUTENANT, CITY OF SHEBOYGAN FIRE DEPARTMENT

Responsible for supervising a fire company as a member of a full time Fire Department. Duties include fire suppression and prevention/public education, EMS and rescue response and delivery of both company and department wide training. I have also been responsible for leading department wide Hazardous Materials training for the SFD.

2018 – CURRENT

TECHNICIAN, SHEBOYGAN COUNTY HAZMAT TEAM

Mitigation of hazardous materials incidents as a member of the Sheboygan County Hazmat Team.

EDUCATION

JUNE 2004

ASSOCIATE OF SCIENCE, ANTELOPE VALLEY COLLEGE

AS degree in Fire Technology as well as EMT certification.

SKILLS

- Hazardous Materials Technician
- Fire Suppression
- Incident Command
- Training

ACTIVITIES

Hazmat tech with the Sheboygan County Hazmat team. I have also led or helped craft and lead 2 department wide training sessions on hazardous materials for the SFD. I routinely supervise training of my fire company and provide initial command of emergency incidents. I am currently WI paramedic certified, Firefighter 1 certified, and have obtained my ICS 100 and 200 certifications. Some of my other experience includes: Paramedic Crew Chief/Dispatcher with Bell Ambulance, On Call Firefighter and Paramedic with the Village of Elm Grove, Call Firefighter with the County of Los Angeles Fire Dept, Firefighter with the US Forest Service and supervisor of a race track fire/rescue team.