CITY/COUNTY SHARED SERVICES COMMITTEE MINUTES

City Hall
3rd Floor Conference Room
828 Center Avenue, Sheboygan WI

June 4, 2013 **Called to Order: 5:00 P.M.** **Adjourned: 5:57 P.M.**

MEMBERS PRESENT: Peggy Feider, Roger Te Stroete, Gary Maples, Mike Vandersteen, Terry Katsma, Darryl Carlson, Mary Lynne Donohue, Ed Procek

MEMBERS ABSENT: Thomas Epping, Don Hammond, Eldon Burg

ALSO PRESENT: Adam Payne, Jeff Hermann, Chris Domagalski, Todd Priebe, Mary Rajer

Call to Order - Supervisor Feider called the meeting to order.

Pledge of Allegiance - All present stood and recited the Pledge of Allegiance.

Approval of the Minutes - Mayor Vandersteen made a motion to approve the minutes of the January 16, 2013 City/County Shared Services Committee meeting. Motion seconded by Terry Katsma. All ayes - Motion carried.

Correspondence – County Administrator Adam Payne distributed press releases from the Sheboygan County Health and Human Services Division of Public Health and the State of Wisconsin Department of Health Services regarding the current tuberculosis outbreak in Sheboygan and the Funding Request for Sheboygan County Tuberculosis Incident. He praised the City of Sheboygan Police and Fire, Mayor, Sheboygan County Public Health, other counties, and State Health for efficiently and effectively working together and Legislators and the Governor's Office for supporting the funding request made to the Joint Finance Committee.

Public Input and Comments on Agenda Items/Non-Agenda Items - None

Progress Report on Combined Dispatch – Sheriff Priebe reported that they are currently putting together an Implementation Plan on the combined dispatch and the radio upgrade projects which will include County Board and Council documents and timelines. The booklets will be available to the City/County Shared Service Committee as well as members of the County Board and Sheboygan Common Council.

One of the identified areas they need to expand on is the Emergency Operation Center (EOC). The plan is to move it from the present location at the 25th Street Fire Station to the Sheboygan Police Department. The plan is to accommodate for needs well into the future. Needs and price tag will need more discussion.

Sheriff Priebe stated they are working on seniority and wage merger between the two agencies which is currently on its way through the appropriate County committees. He feels the efforts with team building amongst the dispatch staff is going very well. City staff has participated in MABAS (Mutual Aid Box Alarm System) training. Dispatchers have also spent time in each others dispatch centers. Both dispatch centers have a say in some of the decisions being made and have a sense of commitment to the project because they have a voice. They are still concerned with the seniority and wage merger but Sheriff Priebe feels it will be very palpable for everybody.

The mayor asked what the timetable was on the digital upgrade. Sheriff Priebe reported that decisions need to be made on vendor and funding. Will the system be turnkey - everything brand new, or migration – phasing new equipment in? Committees will be needed to make the big decisions. The timetable is as follows:

- 2013 – Develop and finalize funding.
- 2014 – Look at vendors and options.
- 2015 – Spring – installation of equipment.

Chief Domagalski added that the two agencies also recently shared in the hiring process of a new dispatcher.

Both the sheriff and the chief are very pleased by the cooperation of their departments and are very optimistic about the future of combined dispatch.

Election of Officers – Supervisor Feider apologized for overlooking over this item at the beginning of the meeting. A motion was made by Supervisor Procek for Alderperson Hammond as Chairman. Second by Mayor Vandersteen. There were no other nominations for Chairman. All ayes – motion carries. A motion was made by Mayor Vandersteen for Supervisor Feider as Vice Chairman. Second by Alderperson Donohue. There were no other nominations. All ayes – motion carries. In the absence of Chairman Hammond, Vice Chairman Feider continued to lead the meeting.

Review Priority List of Issues – The Prioritized Future Projects/Initiatives list that originated from the City/County Shared Services Committee meeting of September 11, 2012 was reviewed and discussed. At this time no changes were made to the list. It was felt the number one item on the list – "Consolidate IT/Share Software" – should be discussed at a future meeting to see if there is an opportunity for IT to combine. The mayor reported that the number two item – "Highway and Public Works (i.e. asphalt replacement) was currently being investigated.

Date/Time/Location of Next Meeting – Tuesday, July 30th at 6:00 PM in the 3rd Floor Conference Room at City Hall.

Adjournment – Gary Maples made a motion to adjourn. Motion seconded by Mayor Vandersteen. All Ayes - Motion carried.

Respectfully submitted,

Mary Rajer
Recording Secretary