

Minutes of Winnebago County Public Safety Commission

Meeting date: June 25, 2020

Call to order: A regular business meeting of the Winnebago County Public Safety Commission was held via conference call due to COVID-19 and heightened public health risks. The meeting convened at 4:00 p.m. Chairman Andy Buffington presiding and Jennifer Ackerman Secretary.

Members in attendance in person: Terry Durby – representing Winnebago County and Rick Hoffbauer – representing Buffalo Center

Members in attendance via phone: Thomas Montgomery – representing Forest City, Candy Hanna - representing Lake Mills, Carla Langfald – representing Scarville.

Members not in attendance: Representative of Thompson, Rake and Leland.

Approval of minutes: Mr. Buffington requested a motion be made to approve the agenda and minutes of the last regular business meeting of the Commission on April 6, 2020. Mr. Hofbauer made a motion; Ms. Hanna offered a second. All voted aye, motion carried.

NGT Contract: Ms. Ackerman advised there were a couple of changes to the NGT contract since it was sent out to the Commission members. Under assurances the service maintenance window from 10pm to 6am stated NGT would not contact staff for maintenance done during that window. This was changed to NGT will always notify staff prior to maintenance that would cause an outage. The other change was to the monthly cost, there was a clerical error and it was corrected to \$2240.12 a month which is the current monthly rate.

Mr. Durby made a motion to approve the NGT Contract with said changes; Ms. Hanna offered a second. All voted aye, motion carried.

MOA with Sheriff: Mr. Buffington advised he spoke with the Sheriff and Jail Administrator who were both happy with the current agreement and things are working smoothly between departments. The current agreement expires July 31, 2020 and Mr. Buffington suggested to renew the agreement from Aug 1, 2020 to Jan 1, 2021 when the new sheriff takes office. He advised since the election is in November, the new sheriff would have time to review the contract prior to Jan 1, 2021. Ms. Langfald made a motion to approve the duration of the agreement until Jan 1, 2021. Mr. Durby offered a second; all voted aye, motion carried.

Trainer Pay: Ms. Ackerman advised of other agencies paying a trainer shift differential pay to dispatchers who are training new employees. She advised Tama County pays .35 cents an hour but will be bumping it up to \$1.00 an hour. She advised there is a lot more responsibility placed on the dispatcher when training a new employee and felt a dollar an hour extra is warranted. Mr. Durby advised the union would need to be consulted with to make the change. Mr. Buffington advised he can get ahold of the union rep. Mr. Durby made a motion to approve \$1.00 an hour trainer pay contingent upon the Teamsters Union approval. Mr. Montgomery offered a second; all voted aye, motion carried.

Administrative Leave Policy: Mr. Buffington advised there is not currently a written policy that would allow he or Ms. Ackerman to require a dispatcher take time off with pay in the event of a major critical incident such as a line of duty death of an officer or other first responder or an active shooter incident. Mr. Buffington advised he doesn't currently have anything written up

but wanted to present it to the Commission for discussion and will bring something in writing to the next meeting. Mr. Hofbauer advised the language would need to be specific in what would qualify so there are not issues with dispatchers thinking they should get time off because one person got time off with pay and they did not. Mr. Buffington advised he would also need to consult with the union and legal on it.

Policy/Procedure Updates: Ms. Ackerman asked if everyone had a chance to look over the updates that were sent out and advised there were no major changes to note. Mr. Buffington asked if anyone had any questions or concerns about the changes. There were none. Ms. Hanna made a motion to approve the changes. Mr. Hofbauer offered a second; all voted aye, motion carried.

Other business: Mr. Buffington advised there have been radio issues with the 700 system, the deputies and Forest City officers have been experiencing problems, whereas Lake Mills officers have had no issues. He advised he is working with Electronic Engineering, the State and Motorola to resolve the issues.

Adjournment: Mr. Durby made a motion to adjourn, Mr. Hofbauer offered a second. All voted aye, meeting adjourned at 4:25 p.m.

Jennifer Ackerman

January 19, 2021

Secretary
Winnebago County Public Safety Commission

Date of Approval