

## **Minutes of Winnebago County Public Safety Commission**

**Meeting date:** July 11, 2019

**Call to order:** A regular business meeting of the Winnebago County Public Safety Commission was held at the Winnebago County Public Safety Center in Forest City. The meeting convened at 4:18 p.m. Chairman Andy Buffington presiding and Jennifer Ackerman Secretary.

**Members in attendance:** Terry Durby – representing Winnebago County, Thomas Montgomery – representing Forest City, Todd Thorson - representing Lake Mills, Dan Swearingen – representing Thompson, Carla Langfald – representing Scarville.

**Members not in attendance:** Representative of Leland, Buffalo Center and Rake.

**Others in attendance:** Brad Leckrone with NGT; Mike Droessler with Winnebago County Sheriff.

**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 Mar 6, 2019. Mr. Durby made a motion, Mr. Swearingen offered a second. All voted aye, motion carried.

**Dispatcher Jail Control Duties:** At the last regular business meeting the dispatchers attended to discuss compensation for doing door control duties. The consensus of the Commission members was the cities should not be responsible for compensating a function of the Sheriff's Office. Mr. Buffington has spoken to Sheriff Peterson about the matter and he advised the Sheriff felt if money was coming from his budget to compensate employees then he should have a supervisory role over said employees. Mr. Buffington spoke to the dispatchers and they did not want to pursue compensation if that meant being supervised by the Sheriff's Department. Ms. Ackerman advised the best solution is for the jail to staff door controllers, which the Jail Administrator has been striving for as well. The problem had been with staff turnover which has created the need for dispatchers to pick up the duties when the jail is not able to staff the position.

**Memorandum of Agreement with Sheriff's Department:** Prior to the meeting Ms. Ackerman sent suggested additions to paragraph 7.1 and 7.7 to further clarify duties. Mr. Buffington advised the Commission will need to decide the length of the agreement. There was discussion about ending the current agreement at the end of Sheriff Peterson's term Dec 31, 2020. Mr. Durby suggested continuing with an annual agreement, this one ending July 31, 2020 and the next July 31, 2021. That would give the new sheriff some time in the position before having to decide if he wants anything changed. Mr. Buffington asked if there was a motion to accept the additions and the end date of July 31, 2020. Ms. Langfald made a motion, Mr. Swearingen offered a second. All voted aye, motion carried.

**NGT discussion on IT:** Mr. Leckrone gave an update on the purchase of the failover server which will be ordered in Aug. He advised NGT will be replacing battery backups on the server and in dispatch in Aug as well. Mr. Leckrone further discussed what the Commission has agreed to provide as shared services and are covered under the contract with NGT. Because of the complexity of the shared network there remains some grey areas as to who should be responsible to pay for the technical support of various issues. Mr. Leckrone suggested developing a policy that states what is covered by the Commission and what will be the responsibility of the agencies that connect to the network, to clear things up for the agencies

and for NGT when issues arise. Mr. Leckrone advised the police departments and the sheriff's department do not have to contract with NGT for IT on their own equipment but because NGT handles the network, there is a need for NGT to be involved in network related issues. Mr. Buffington agreed there should be a policy and would work with the police chiefs and NGT to come up with one.

**Other business:** None

**Adjournment:** Mr. Swearingen made a motion to adjourn, Mr. Durby offered a second. All voted aye, meeting adjourned at 4:50 p.m.

Jennifer Ackerman

1/30/2020

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**Secretary**  
**Winnebago County Public Safety Commission**

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**Date of Approval**