

Minutes of Winnebago County Public Safety Commission

Meeting date: Jan 30, 2020

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 4:30 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, Carla Langfald – representing Scarville, Phil Benn – representing Rake.

Members not in attendance: Representative of Buffalo Center, Thompson 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 July 11, 2019. Mr. Durby made a motion, Mr. Benn offered a second. All voted aye, motion carried.

Election of Vice Chair: Mr. Buffington acknowledged that being the Communications Director he is also the Chairman of the Commission as per the Public Safety Commission By-Laws. Mr. Buffington asked if anyone would like to nominate someone as Vice Chair. After discussion to retain Terry Durby as vice chair. Ms. Langfald made a motion to retain Mr. Durby. Mr. Montgomery offered a second. All voted aye, motion carried. Mr. Durby is the Vice Chair.

IT Budget: Mr. Buffington advised Brad Leckrone with Next Generation Technologies (NGT) had suggested in addition to the normal IT budget to include vulnerability testing, penetration testing and back up testing to the budget at a cost of \$15,600. Mr. Buffington had spoken with a tech who explained the purpose of the tests and Mr. Buffington advised it seems as if they want us to pay them to test to be sure they are doing what we already pay them to do. NGT did not have anyone present at the meeting to answer questions.

Budget FY21: Ms. Ackerman presented the proposed FY21 budget. Ms. Ackerman advised the wage increase in the union contract is 3% and she figured the same for herself and Mr. Buffington. She advised the Infrastructure Fund budgeted \$10,000 again and the IT Infrastructure Fund \$14,000. Mr. Buffington asked if they want to remove \$15,600 from line item 0001-37-1040-000-42101 software maintenance. Mr. Durby made a motion to lower the line item from \$33,842 to \$18,242. Mr. Montgomery offered a second, all voted aye, motion carried. Mr. Buffington asked if anyone would like to make a motion to approve the budget. Mr. Benn made a motion, Mr. Durby offered a second. All voted aye, motion carried.

Personnel Update: Mr. Buffington advised dispatcher Steve Lillquist was offered and took the full-time jail administrator position. Ms. Ackerman advised part-time dispatcher Sam Gobeli had planned to take the full-time position but instead took a full-time position in Hancock County. Megan Francis from Lake Mills has been hired full time and will begin training next week.

Dispatcher's Vacation Hours: Ms. Ackerman advised due to being short staffed the dispatchers are working overtime and are not currently able to take vacation. Dispatcher Ian Dickerson raised a concern about losing his vacation hours if he is not able to take time off. The auditor's software does not allow the dispatchers to carry over more than 40 hours of vacation at their anniversary date. Ms. Ackerman advised he has until June to take it and hopes to have more

staff so this will not become an issue. Mr. Buffington advised the dispatchers are the only county employees who accrue vacation as a lump sum on their anniversary date, everyone else accrues vacation every pay period. If the dispatchers were to change to an accrual basis, they would be able to have up to 240 hours at any given time which would help alleviate the concern of losing vacation during staff shortage. Mr. Buffington advised he would speak to staff about the possibility of switching.

Other business: None

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

Jennifer Ackerman

April 6, 2020

Secretary
Winnebago County Public Safety Commission

Date of Approval