

**WINNEBAGO COUNTY JUDICIARY AND PUBLIC SAFETY COMMITTEE
MONDAY, FEBRUARY 5, 2024 @ 6:00 PM**

**JULIE A. BARTHELS
WINNEBAGO COUNTY CLERK
112 OTTER AVENUE, PO BOX 2806
OSHKOSH, WISCONSIN 54903-2806
(920) 232-3430**

To view this meeting via Zoom, please use this link:

<https://us02web.zoom.us/j/87599039866?pwd=bUtoYmUvUndKQm1xYStsZ1FFOTkvdz09>

Meeting ID: **875 9903 9866**

Passcode: **JPS020524**

Via telephone- dial (312) 626 6799

DATE OF MEETING: Monday, February 5, 2024

TIME OF MEETING: 6:00 PM

PLACE OF MEETING: Winnebago County Sheriff's Office
Richard Meyer Community Resource Room, First Floor
4311 Jackson Street, Oshkosh, WI

SUBJECT MATTER OF THE MEETING

A. Call to Order

B. Consideration of Minutes

1. January 8, 2024 Meeting Minutes

C. Chair comments on meeting and agenda organization by Supervisor Stafford.

D. Public comments within the jurisdiction of the committee.

E. Communications shared by Committee Members

F. Business Items

1. Update from the District Attorney's Office - District Attorney Eric Sparr
2. Discussion: Opioid, Fentanyl, and Other Drug Overdose and Deaths in Winnebago County
 - Overdose and Deaths in Winnebago County Update - Medical Examiner Cheryl Brehmer
 - Where do we go from this point? - Requested by Supervisor Stafford
 - Opioid Settlement Funds - Requested by Supervisor Defferding
3. Corporation Counsel Report
 - Office/Personnel Updates
 - Case Updates
4. Resolution: Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000.
5. Sheriff's Report
 - Review - Sheriff's Office 2023 Annual Report
 - Review Staffing Levels
 - Update - Corrections Division
 - Meet and Greet - Corrections Facility K9

- Update - Field Services Division
- Update - 911 Communications Division
- Supervisor Questions

G. Next Meeting Date

1. Next Meeting Date: Monday, March 4, 2024, at 6:00 pm

- Deadline for agenda items due *Monday, February 19, 2024*. Please forward those requests to Chairman Bryan Stafford for approval. This will be the last scheduled standing meeting for the 2022-2024 term. Thank you.

H. Adjourn

**This meeting is also being posted as a committee meeting for:

- Ad-Hoc Task Force on the Per Diem Structure
- Winnebago County Board of Supervisors

Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office of the County Clerk. Phone Number: (920) 232-3430

WINNEBAGO COUNTY BOARD OF SUPERVISORS
JUDICIARY & PUBLIC SAFETY COMMITTEE
In person & via Zoom/Telephone

DATE: JANUARY 8, 2024

TIME: 6:00 P.M.

PLACE: WINNEBAGO COUNTY SHERIFF'S OFFICE
RICHARD MEYER COMMUNITY RESOURCE ROOM
4311 JACKSON STREET, OSHKOSH

PRESENT: BRYAN STAFFORD
PAUL EISEN
BRIAN DEFFERDING
CONLEY HANSON
JACOB FLOAM

ALSO PRESENT: TODD CHRISTOPHERSON – SHERIFF'S
TODD CHRISTIE – SHERIFF'S
MICHAEL SEWALL – SHERIFF'S
KELLY OLSON – DAMASCUS ROAD
KAY HORAN – COUNTY BOARD SUPERVISOR
MARY ANNE MUELLER – CORPORATION COUNSEL
PATTI HEFFERNAN – HELIOS RECOVERY

1. Call to order.

Chairman Stafford called the meeting to order at 6:00pm and it was verified that the meeting was properly noticed.

2. Consideration of Minutes of December 4, 2023, meeting.

A motion to approve the minutes of the December 4, 2023, meeting was made by Supervisor Floam, seconded by Supervisor Eisen. Carried 5-0.

3. Chair comments on meeting and agenda organization by Supervisor Stafford.

Chairman Stafford recognized the two presenters that were at tonight's meeting to present their topics.

4. Public comments within jurisdiction of committee.

Supervisor Kay Horan addressed an upcoming discussion that will be presented at the next county board meeting regarding the kiosks for fentanyl testing.

5. Communications shared by Committee Members.

Supervisor Floam spoke regarding the next Safe Streets meeting which is being held on January 26th at 12pm in Branch 3.

Chairman Stafford stated three of the current Judiciary committee members are not seeking re-election for the next term.

Chairman Stafford discussed an email he received from Emergency Management Director, Eric Rasmussen, announcing the retirement of Deputy Director Becky Powers effective February 2nd, 2024.

6. **Damascus Road Project, Inc. Presentation. (Presentation will be no more than 15 minutes with 10 minutes of questions. The objective of the presentation is to create awareness of Damascus Road Project and how the non-profit organization can assist the county in its public safety efforts.)**

Kelly Olson, Services and Operations Director of Damascus Road Project, gave a presentation regarding the project and their mission of their non-profit. Kelly answered questions the committee members had following the presentation.

7. **Helios Recovery Presentation by Patti Heffernan. (Presentation will be no more than 10 minutes. The objective of the presentation is to let the committee know what they do and what their services are compared to other non-profit sober recovery services.)**

Patti Heffernan, Director of Helios Recovery, gave a presentation regarding their services and the mission of their non-profit. Patti answered questions the committee members had following the presentation.

8. **Consideration/Vote: Ordinance – Amend Winnebago County General Code Section 1.12 (10) to increase and expand citizen member compensation on Committees, Commissions, Boards, and other Entities as well as Board of Canvass Citizen Member Compensation**

A motion to discuss the ordinance to amend Winnebago County General Code Section 1.12 (10) to increase and expand citizen member compensation on Committees, Commissions, Boards, and other Entities as well as Board of Canvass Citizen Member Compensation was made by Chairman Stafford, seconded by Supervisor Eisen.

Supervisor Eisen discussed the study of wages for supervisors in which a salary was enacted. In addition, there are citizen members of committees, commissions and boards and are now receiving the same per diem county board supervisors receive. When looking into the salary increase approved by the board for supervisors, why do the citizen members do not get an increase in pay. This would increase the pay to \$75 for a half day and \$100 for a whole day over 4 hours. This also includes Board of Canvass Citizen Members who would receive \$100 per half day and \$150 for a full day over four hours. He is asking for the committee to entertain the amended ordinance, or he will take it right to the county board.

A motion to approve the ordinance to amend Winnebago County General Code Section 1.12 (10) to increase and expand citizen member compensation on Committees, Commissions, Boards, and other Entities as well as Board of Canvass Citizen Member Compensation was made by Supervisor Eisen, seconded by Supervisor Floam. Carried 4-0. Chairman Stafford abstained from the vote.

9. **Corporation Counsel Report**

• **Office Reorganization**

Mary Anne Mueller of Corporation Counsel discussed the additional attorney position that was approved by the board. There was an attorney set to start today, but unfortunately they had to withdraw their acceptance.

• **Case Numbers**

Mental Health new cases for 2023: 339 cases

Guardianship new cases for 2023: 119 cases

CHIPS new cases for 2023: 40 cases

Mary Anne also reviewed other job responsibilities and meetings that corporation counsel staff have attended during 2023.

- **980 Update**

The most recent resident moved into the trailer on December 19th and there have been no issues. The 3 houses next door to the trailer are framed and on the verge of being completed.

10. Sheriff's Report

Chief Deputy Todd Christopherson discussed:

- Jail Count is currently at 221
- COVID Outbreak in the jail under control. In 2023 there were 88 positives with 1,121 tests administered.
- Meet with the architecture regarding the pod reconstruction. Bids will be going out in May with project completed in October.
- Provided an update on the missing kayaker.
- Staffing Updates
- Casual Day Fundraiser by Sheriff's Office staff
- Drug Overdoses – Medical Examiner Cheryl Brehmer will be at Judiciary next month to do a full overview of drug overdoses from 2023 but there have been 44 confirmed.
- Work on the 2023 Annual Report has started. Copies will be provided at the February meeting.
- 41/441 Meeting Update

11. Next Meeting Date: Monday, February 5, 2024, at 6:00 pm

- Deadline for agenda items due **Monday, January 22, 2024**. Please forward those requests to Chairman Bryan Stafford for approval. Thank you.

12. Adjourn

A motion to adjourn was made at 8:02 pm by Supervisor Floam, seconded by Supervisor Defferding. Carried 5-0.

Respectfully Submitted:

Kimberly Delcore
Winnebago County Sheriff's Office

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: February 5, 2024
FROM: Sheriff
RE: Resolution: Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000.

General Description:

Authorize the Sheriff's Office to accept an in-kind donation from Thomas and Penny Harenburg of an additional canine and training for the unit valued at \$17,000.

Action Requested:

Recommend the County Board accept the donation and thank the donors for their generosity.

Procedural Steps:

Committee of Jurisdiction:	JPS P&F	Meeting Date:	02/05/2024 03/07/2024
Action taken:	_____	Vote:	_____
County Board:	March Meeting	Meeting Date:	03/19/2024

Background

In late 2014, Thomas and Penny Harenburg inquired about making a direct purchase of a canine for the Sheriff's Office. They fully supported the K9 program and wanted to help public safety and law enforcement in Winnebago County by expanding our existing program from two canines to three canines, which allowed for a Unit to be assigned to each shift. This original directed donation of \$17,500 went through the appropriate committees and was approved for acceptance by the full Winnebago County Board on March 17, 2015. In 2022, the Harenburg's made a second direct donation of \$14,700 to purchase another canine and associated training for the Sheriff's Office, which also went through the appropriate committees and was approved for acceptance by the full Winnebago County Board on June 21, 2022.

After seeing the successes of the program and recognizing one of our three working dual-purpose canines is nearing the age of retirement, Thomas and Penny Harenburg have offered to make a third directed donation for another replacement canine, to further support the K9 program and not result in a deficit within the Unit.

The county has a long-standing policy on in-kind donations of property. A cost impact analysis is required to determine the level of approval for a property donation. Cost impacts below \$500 require the county executive's approval. Cost impacts between \$500 and \$3,000 require committee of jurisdiction and P&F approval. Cost impacts of over \$3,000 require county board approval.

In this case, there is no increased cost impact for the county as a fund at the Oshkosh Community

Foundation sponsors all costs for the K-9 units. As such, without that philanthropic support, there could be a cost impact of more than \$3,000 to the county and this is being routed to the county board at the Sheriff's request.

There is no budget transfer as the county is not accepting the money directly. We are accepting the asset.

Policy Discussion

The Winnebago County Sheriff's Office is responsible for providing law enforcement and related services to the citizens of Winnebago County. Law enforcement canines are one of the most effective and diverse tools known to police work. They save time for our deputies, reduce the number of deputies needed for a search, or to contain an area, and deliver a more thorough search. Additionally, they are a useful tool to help keep our deputies safe during apprehension of dangerous criminals.

The full-time Sheriff's Office K-9 Unit is comprised of four Deputy/K-9 pairs assigned to the Field Services Division. All canines are owned by the Sheriff's Office. Three of the canines are considered dual-purpose canines and are trained in narcotics detection, tracking, area searches, building searches, article searches as well as apprehension work. In addition to traditional patrol work, they are also used in SWAT applications, search warrants, school searches, correctional facility searches, and demonstrations for the public in all areas of their job duties. The fourth canine is for explosive detection. They will respond to any area of the county as well as bordering counties if requested as mutual aid. The deployments of the K-9 Units have greatly increased the efficiency and effectiveness for drug related patrol work. Likewise, our K-9 Units have also proven effective tracking fugitives, locating missing persons, and security work.

While the canines themselves have a work life expectancy of about 8 years, unexpected expenses occur as well. This, coupled with routine requests from community members to donate funds to our canines, prompted us to consider alternative means for funding. To this end, the Sheriff's Office partnered with the Oshkosh Area Community Foundation several years ago for members of the community to directly fund K9 Unit related expenses. Purchasing of canines and additional extra expenses of the K9 Unit programmatic funding have been distinctly absent from the Sheriff's Office budget, and unanticipated needs spending relies upon community donors for support. It was the hope that enough money would be raised to purchase the next several canines that would be needed at the Sheriff's Office. In recent years, the monies in the fund donated by community members have been used to pay primarily for unexpected medical needs of the canines, ongoing post-surgical medication and office visits, and other needed specialty equipment.

Because Thomas and Penny Harenburg have created several funds under their namesakes at OACF, donating directly to the Sheriff's Office is their preference. It would be beneficial for the Winnebago County Sheriff's Office to accept the generous directed donation from Thomas and Penny Harenburg for the purchase of a canine unit, equipment, and training for the unit.

Attachments:

1. Resolution for K9 Donation
2. Donation Policy

1 - 2024

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3 **RESOLUTION:** Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny
4 Harenburg for an additional K-9-Unit, equipment, and training for the Unit valued at
5 \$17,000.
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TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

9 **WHEREAS**, the Winnebago County Sheriff's Office is responsible for providing law enforcement services to
10 the citizens of Winnebago County; and

11 **WHEREAS**, the deployment of K-9 Units has greatly increased the efficiency and effectiveness for drug
12 interdiction; and

13 **WHEREAS**, K-9 Units have also proven effective tracking fugitives and missing persons; and

14 **WHEREAS**, the costs to operate K-9 such as food, veterinary care, training, equipment, and other items are
15 supported through donations to a fund at the Oshkosh Area Community Foundation; and

16 **WHEREAS**, the Winnebago County Sheriff's Office has been offered a donation from Thomas and Penny
17 Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000; and

18 **WHEREAS**, it would be beneficial for the Winnebago County Sheriff's Office to accept the donation from
19 Thomas and Penny Harenburg for the purchase of a K-9 Unit and equipment; and training for the unit; and
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21

22 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
23 affirms the Winnebago County Sheriff's Office utilization of K-9 units and thanks Thomas and Penny Harenburg for
24 their generous donation an additional K-9 Unit, equipment, and associated training valued at \$17,000.

25 **Fiscal Impact:** *There is no fiscal impact and no budget transfer is necessary. Costs to operate the K-9 unit are*
26 *underwritten through donations to a fund at the Oshkosh Area Community Foundation.*
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Respectfully submitted by:

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JUDICIARY AND PUBLIC SAFETY COMMITTEE

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Committee Vote: _____

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Respectfully submitted by:

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PERSONNEL AND FINANCE COMMITTEE

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Committee Vote: _____

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Vote Required for Passage: _____

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Approved by the Winnebago County Executive this _____ day of _____, 2024.

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Jonathan D. Doemel
Winnebago County Executive

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Finance Administrative Policies and Procedures Manual

DONATED PROPERTY OTHER THAN CASH

EFFECTIVE: 11/30/94

PURPOSE: The purpose of this policy is to establish steps to follow in determining the financial impact of accepting donated non-cash assets and to determine what approvals are required for acceptance.

DEFINITIONS:

Donated property: Any personal property (machinery, vehicles, or other equipment) or real property (land or buildings), (other than cash) donated to the County either to use on a temporary basis or to keep permanently.

Cost to use donated property: Any costs the County incurs to use donated property. This can include insurance, supplies (i.e.: fuel for vehicles), maintenance costs, and other operating costs associated with the property that the County is responsible for paying.

Value of donated property: The estimated fair market value of the property being donated. This value is not used in the determination of who has to approve acceptance.

POLICY: Donated non-cash property can have current and future cost impacts to the County. All departments that receive donated assets must evaluate the cost impact of their acceptance and obtain the necessary approvals to accept and use the donated property.

- **Annual costs to use and operate the property are \$500 or less:** Approval is required by the County Executive.
- **Annual costs to use and operate the property are \$501 up to and including \$3,000:** Approval is required by the Committee of Jurisdiction, County Executive, and Personnel & Finance Committee.
- **Annual costs to use and operate the property exceed \$3,000:** Approval is required of the Committee of Jurisdiction, County Executive, Personnel & Finance Committee, and County Board.
- **One time costs:** Any one-time costs related to donated property must also be considered. For instance, installation of a donated public address system. These costs determine approval requirements using the same thresholds that apply to annual operating costs outlined above.

PROCEDURE:

- 1) Fill out an operating expense analysis form to determine the cost impact of the donated asset.
- 2) Determine the approval level required for acceptance of the donated asset.
- 3) If you already have sufficient funds within your budget to cover the additional operating costs, prepare a memo indicating a description of the item, estimated fair market value, and indicate that sufficient funds are available within your department budget to cover the expenses related to the item.
- 4) If you do not have sufficient funds available within your department budget, prepare a budget transfer form in accordance with budget transfer policy.
- 5) Attach items in #3 and #4 above to the operating expense analysis and take through the approval process as outlined above.