

**JUNEAU COUNTY SHERIFF'S OFFICE AND JAIL COMMITTEE MEETING MINUTES  
COMBINED WITH THE FINANCE AND PERSONNEL COMMITTEES**

**JUNEAU COUNTY BOARD ROOM  
November 7, 2022 10 a.m.**

**PRESENT:**

**SHERIFF'S COMMITTEE**

Howard Fischer  
Herb Dannenberg  
Judy Kennedy

**PERSONNEL COMMITTEE**

James Ryzek  
Richard Killmar  
Judy Kennedy

**FINANCE COMMITTEE**

Roy Granger  
Herb Dannenberg  
John McGinley  
Steve Thomas  
Mike Keichinger

**OTHERS**

Gary Pedersen	Lori Chipman
Brent Olesen	Mike Hunkins
Andy Zobal	Katie Steinke
David Lasker	Ray Feldman
Amanda Johnson	Terry Kleifgen
Tim Cottingham	Chris Zindorf

Sheriff's Committee Meeting called to order by Howard Fischer.

Motion by Kennedy, seconded by Thomas to approve minutes of October 2022 meeting.

**Discuss/Review/Approve Dispatch Schedule Change and Shift Differential**

- All dispatchers are willing to go to 12-hour shifts. Proposed that starting January 1, 2023, vacation be accrued in hours instead of days. A full day would be 12 hours. Starting January 1, 2023, Floating Holiday would be 12 hours. Personal days would be 5 days at 12 hours each. Sick time would be accrued at 6 hours/pay period starting in November 2022.
- Motion made by Keichinger, seconded by Thomas to approve 12 hour shifts for Dispatch. A friendly amendment made to state that this will include the dispatch supervisor while she is still covering a 12-hour shift. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.
- Motion made by Thomas, seconded by Granger to approve the accrual of 6 hrs of sick time per pay period for Dispatch starting November 1. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.
- Discussion regarding lateral transfers to Dispatch. Lateral transfer based on experience is already approved for pay. Discussion regarding lateral transfer based on experience for vacation accrual.
- Motion made by Kennedy, seconded by Granger to approve lateral transfer based on experience for vacation accrual. Friendly amendment to not exceed county policy for years of service. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.
- Discussion regarding current Dispatch supervisor being grandfathered in on the lateral transfer vacation accrual.
- Motion made by Keichinger/seconded by Kennedy to approve lateral transfer vacation accrual for Dispatch Supervisor to be backdated to her anniversary date of June 2022. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.
- Discussion ensued regarding a \$.20 shift differential for the 5 pm to 5 am shift for Dispatch.
- Motion made by Granger/seconded by Kennedy to approve a \$.20 shift differential for the 5 pm to 5 am shift for Dispatch. Friendly amendment to the motion that this will begin starting the next payroll period on November 23. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.

- Discussion ensued regarding handling holidays for Dispatch the same as the Deputies. Dispatchers at their option may request in writing to Audit to either receive pay for holidays earned or bank holidays as comp time. Banked holidays from News Years to Veterans Day shall be paid out on or before December 1<sup>st</sup> of payroll cycle. Second holiday payout would consist of Thanksgiving Day through Christmas Day and would be paid out on the 1<sup>st</sup> pay period of new payroll year. Holiday comp time would be considered separate from regular comp time as it relates to accrual. Holiday comp time requests shall be treated the same as regular comp time off requests. They will need to be posted and filled.
- Motion made by Keichinger, seconded by Kennedy to accept the holiday pay proposal as written. Sheriff's Committee: 3 yes votes. Personnel Committee: 3 yes votes. Finance Committee: 5 yes votes. Motion carried.

Discuss, review and possibly approve Dispatch Step/Grade change to be moved to Executive for further discussion.

- Discussion regarding Step/Grade increase for Dispatch January 2023.
- Motion made by Thomas and seconded by Granger to forward this proposal to Executive Committee. Motion carried.

Discuss, review, and possibly approve Sheriff's office switch to FirstNet or remain with US Cellular

- Mike Hunkins from IT discussed that FirstNet offered better coverage overall and would be \$1100 more per month if switching over the entire county. Discussion took place regarding starting with just the Sheriff's Office before switching the entire county. Start times would be rotational as contracts for US Cellular phones expire at different times.
- Motion made by Granger, seconded by Keichinger to try the switch in the Sheriff's Office first before switching over the entire county. Amended motion made by Dannenberg, seconded by Thomas to add Emergency Management and the Medical Examiner to this switch. Motion Carried.

Discuss Emergency Hire of Current LTE due to deputy resignation

- Discussion regarding Emergency Hire of a current LTE, Sam Goberville, due to a recent resignation of a deputy.
- Motion made by Thomas, seconded by Kennedy to approve the Emergency Hire of Sam Goberville. Motion carried.

Personnel and Finance Committees adjourned

K-9 items to be purchased from donated funds

- Looking to purchase the following items with K-9 donated funds:
  - Jute Intermediate Handled Sleeve
  - RAM Kennel Collapsible Crate
  - Flat Biothane Leash tab
  - Two Handles
  - Bite Suit Tugs
- Motion by Kennedy, second by Thomas to approve the purchase of K-9 items with donated funds. Motion carried.

Elect Vice Chair

- Nomination of Steve Thomas by Kennedy. Thomas accepts.
- Motion made by Kennedy, seconded by Fischer to accept the nomination. Motion carried.

Review October Financial Statement

- Motion made by Thomas, seconded by Kennedy to approve the October 2022 Financial Statement. Motion carried.

Other New Business – None

Motion by Thomas, seconded by Kennedy to adjourn the meeting. Motion carried.

Minutes by Kathy Niles