

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: December 3, 2019

County Board Room

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Brooks, Lemke, Soper,

Members Absent: Mildbrand (excused)

Other Attendees: Larry Woebeking-TASO Sheriff, Holly Miller – Data Records Manager

Approve Minutes of the 10/11/19 meeting: Soper made a motion to accept the minutes as written; Brooks seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Brooks seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business: None to Report.

Medical Examiner: Not present.

Emergency Management:

- a. Colleen hosted the West Central Regional Meeting – on Tuesday, Oct. 15 at the Taylor County Courthouse.
- b. The Taylor County Employee Blood Drive has been scheduled for Jan. 15, 2019 from 10am-3pm in the county boardroom.
- c. 2019 – Plan of Work Financials were completed by October 31st and will be completed through E-grants
- d. Follow-up meeting was set up with the Taylor County EMS, Medford FD and Medford PD to discuss the joint exercise held in September. Discussions to plan a 2020 exercise with the same participants are moving forward.
- e. Emergency management is hoping to work with Star News and WIGM regarding the promotion of this year's CodeRED upgrade that included the weather updates though the National Weather Service and will continue to assist residents in updating their accounts.
- f. The Memorandum of Agreement has been received/ reviewed by the Department of Homeland Security – FEMA on behalf of Taylor County for IPAWS.
- g. Emergency Management will be asking local businesses with 2020 Off-Site Plans to include a list of all chemicals and their quantities that are kept on site and not just those chemicals/ quantities that are required to be reported based on their EHS and the chemical threshold by the state. The goal is for all responding emergency personnel to know what other potential threats they may encounter if responding to an emergency at a specific facility.

Law Enforcement Business:

- a. Committee entered into closed session to conduct deputy interviews.

Sheriff's Report

- a. Sheriff Woebeking reported the jail population as of today is 66 and of that, 38 are being housed for Marathon County. The department has taken in \$25,920 for probation holds.
- b. The current jail nurse indicated that she will remain in her position until at least October of 2021. There is potential for her to remain in her position until as long as January 2022. There was discussion regarding how to move forward with the budget for the position in 2021.
- c. It was brought up that the 911 system is slow, but there is a contingency plan in place in the event it goes down. The committee would like to be familiarized with the 911 system when it is completely up and running to ensure it's working properly. There are grants available for 911 system training.
- d. The communication issues due to faulty EMS and Fire pager systems were addressed. The issues are due to bad battery back-ups. \$1,000 has already been approved to replace the batteries.
- e. The cost to implement an eReferral system to communicate case files with the District Attorney's office would cost \$17,590.56. After 2021, the system would cost \$17,000 a year to maintain. There are state grants available that would cover the cost of the initial implementation. After some discussion, Lewis indicated that the department should move forward with pursuing the grant.
- f. The department held its yearly staff meeting the 3rd week of November. The jail staff indicated that they need new radios. No cost estimate for the radios is available at this time. Lewis suggested that the department consider having staff meetings twice a year, or holding meetings with smaller, departmental groups throughout the year.

Review and Approve Invoices: After review, Lemke made a motion to approve the invoices from October; Brooks seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Brooks seconded the motion. The meeting was adjourned at 10:23 a.m.

Respectfully Submitted,
Holly Miller

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: October 11, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 09:00 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper,

Members Absent:

Other Attendees: Larry Brandl-Accounting/Finance, Corey Dassow-TASO Chief Deputy, Jeff Nuernberger-Ambulance, Alyssa Branowitzer- Administrative Specialist, -The Star News, Larry Woebeking-TASO Sheriff, Andria Farrand – County Clerk

Approve Minutes of the 09/13/19 meeting Brooks made a motion to accept the minutes as written; Mildbrand seconded the motion. All ayes; motion carried.

Approve Agenda Mildbrand made a motion to approve the agenda; Lemke seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business

a. Larry Brandl said an offer of \$5,000 has been received for the ambulance that is for sale. Mildbrand asked if this was a reasonable offer or if we could get more for it. Brandl stated this was a good offer. Soper motioned; Brooks seconded the motion. All ayes; motion carried.

b. Two positions have been filled on the ambulance crew. One for Rib Lake and one for Gilman ambulance. The positions would be working three 12 hour shifts and every third weekend. The hire for Rib Lake Ambulance is Cherylynn who is also able to help with in house training for the ambulance. Scott is going to be filling the Gilman position and was previously on the Medford Ambulance crew. Therefore, it will open a 32-hour position for Medford Ambulance that was going to be offered on the day of the meeting, so the ambulance is now fully staffed.

Medical Examiner:

The Medical Examiner put in a status report for Taylor County for the months of July 2019 to September 2019. With the total number of death investigations for those months being 10 with 1 autopsy in the month of August. There were 18 cremation authorizations for that time period as well. There were also three personnel that attended training sessions that were provided by the state.

Emergency Management:

No report

Law Enforcement Business:

a. None to report

Sheriff's Report

Woebeking reported the jail population as of today is 67 with about 35 being from Marathon County. Woebeking informed the committee that the Sheriff's Office has received payment from the state for the Sheriff's Office Snowmobile and ATV patrol in the amount of \$11,601.71 dollars. The 9-1-1 equipment is in and the installation will be starting soon. Mildbrand questioned if another tower on the Northeast side of the county would be beneficial since there have been some radio issues with the highway department. Woebeking and Lewis stated that there is a tower in Westboro, Lewis went on to explain the uneven landscape is likely the reason for there being certain areas with radio problems. It is not something that can be fixed easily. Woebeking stated that if the highway department has an issue, we can contact our communications company, Pointon Communications to see if we can do something to fix it. Woebeking also noted the Gilman Fire Dept. has reception issues as well and he has contacted Pointon Communication about that.

Review and Approve Invoices: After review, Brooks made a motion to approve the invoices from September 2019; Soper seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Soper made a motion to adjourn the meeting; Mildbrand seconded the motion. The meeting was adjourned at 9:28 a.m.

Respectfully Submitted,
Alyssa Branowitzer

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: Sept 13, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 9:02 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper,

Members Absent: None

Other Attendees: Melissa Seavers- IT, Corey Dassow-TASO Chief Deputy, Colleen Handrick- Emergency Services Manager, Jeff Nuernberger-Ambulance, Greg Shaw – Chief Financial Officer for ambulance, Alyssa Branowitz-TASO Administrative Specialist, Andria Farrand- County Clerk, Larry Woebeking-TASO Sheriff

Approve Minutes of the 08/9/19 meeting: Brooks made a motion to accept the minutes as written; Soper seconded the motion. All ayes; motion carried.

Approve Agenda: Mildbrand made a motion to approve the agenda; Lemke seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business

a. Greg Shaw whom is the Chief Financial Officer for the ambulance brings forth the 2020 budget proposal. Greg stated that the increase in revenue is due to ambulance now billing for intercepts and paying MedEvac a fee and increase in salaries is due to hiring two additional full-time staff. Mildbrand motioned; Brooks seconded the motion. All ayes; motion carried.

Medical Examiner: No Report

Emergency Management:

Colleen Handrick presented the budget with the difference between last year's budget of the increase in position hours from 35 to 40 hours. There are also plans to receive EMGP and EPCRA grants. With the grant money, it would reduce the amount from the Health Department by \$4,000 for the 2020 year. Soper motioned; Mildbrand seconded the motion. All ayes; motion carried.

Law Enforcement Business:

- a. Larry Woebeking presented the 2020 budget. It has remained almost the same as the current year. Lemke motioned; Brooks seconded the motion. All ayes; motion carried.
- b. Larry Woebeking spoke about the Spillman Server Purchase and requests to get approval for the package quote from Spillman for about \$71,000. Woebeking requests for the funds to be taken from the jail improvement fund. He also states that payments are able to be made over three years, two years, or all at once. The jail improvement fund is one that replenishes slowly each year. Lewis states it is better to pay over the course of three years if there is no interest accrued as to not deplete all the funds in the jail improvement fund in case something should happen and that money is needed. However, if there will be interest on the three-year payment plan, then pay all at once.

Melissa Seavers said that the cost for the upgrade is normal with what is taking place. Seavers said Spillman would not need paid until the server is complete and operational. Seavers looked into other operating systems that are available and the main one is New World which would cost a minimum of \$250,000, which would not make financial sense. Lewis motioned; Mildbrand seconded the motion. All ayes; motion carried.

Sheriff's Report

Retirement date for road sergeant set to be in November. Woebeking wants to start the application process and promote for the position from within and then hire for the road deputy position from outside. There would be two deputy positions to fill with the retirement of a sergeant and detective also. That way there is not a shortage in road coverage.

Review and Approve Invoices: After review Brooks made a motion to approve the invoices from August 2019; Lemke seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Mildbrand seconded the motion. The meeting was adjourned at 9:55.

Respectfully Submitted,
Alyssa Branowitz

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: August 9, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 8:30 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper

Members Absent: None

Other Attendees: Larry Brandl-Accounting/Finance, Corey Dassow-TASO Chief Deputy, Andrea Farrand-TC County Clerk, Colleen Handrick-Emergency Services Manager, Doris Kiefer-TC Humane Society, Jim Metz-County Chairman, Jeff Nuernberger-Ambulance, Christine O'Toole-TASO Data Records Manager, Reggie Kellnhofer-The Star News, Brenda Smola-TC Humane Society, Melissa Seavers-TC IT Director, Bethany Weise-TC Humane Society, Larry Woebeking-TASO Sheriff

Approve Minutes of the 07/12/18 meeting: Mildbrand made a motion to accept the minutes as written; Brooks seconded the motion. All ayes; motion carried.

Approve Agenda: Brooks made a motion to approve the agenda; Mildbrand seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be September 13, 2019.

Emergency Management:

- a. Request to Increase the Emergency Management Director position to 40 hours beginning in 2020. Brooks made a motion to increase the Emergency Management Director position to 40 hours beginning in 2020; Lemke seconded the motion. Roll call vote: Lewis-Yes, Brooks-Yes, Lemke-Yes, Mildbrand-No, Soper-Yes. Motion carried.
- b. Handrick reported that she's moving forward with joint exercises including Medford Police Department, Medford Fire Department and Taylor County Emergency Management Services on September 7, 2019, from noon to 4:00 p.m. followed by a social with potluck.

Ambulance Business:

- a. EMT Retention and Recruitment: Mildbrand reported that there have been three to four meetings and they reviewed the areas to improve membership recruitment. There continues to be a shortage in Gilman and Rib Lake, and they will continue as being volunteer agencies. It is suggested that hiring one full time person that would float between agencies where and when needed. They did also discuss increased pay for weekend. New hire would be a hospital employee.
- b. Recognition of EMT's: There will be a potluck after the drill on September 7th, 2019. The hospital does a Years of Recognition event. The tumbler mugs were distributed and were well received.

Medical Examiner:

Not present. Lewis requested the Sheriff Woebeking send a letter to Perrin indicating that a written report with status updates should be submitted for future meetings.

Annual Taylor County Human Society Report:

Kiefer reported that the contract will be renewed at the end of the year. Not requesting any additional funds, only issue is having someone available 24/7 to pick up abandoned animals and asked what can be done to solve this. She noted that Medford Police Department has a kennel at the shelter. When asked, Kiefer indicated that there were two times in the last year that this has happened. Woebeking noted that unlike the city who has a small geographical area of coverage, the county has almost 1000 square miles and wouldn't be able to transport stray animals. Deputies often travel to the far western point of the county and go from one call to the other and with only two deputies on at a time, an animal could be in the squad car for hours. Discussion was made about the possibility of after hour calls for strays being held until morning, so as to not unduly burden the Human Society director after hours. Woebeking felt dispatch could take the calls and if not an emergency, could hold them until the morning before calling the Humane Society for pick up. Lewis asked if the shelter's answering machine could be modified to note the business hours. Kiefer agreed that was a good solution adding that calls would be taken care of in the morning.

Law Enforcement Business:

Woebeking indicated that two checks were received from Corporation Counsel's office related to the civil suits garnishing wages of those who failed to fulfill their obligations on the EMT training where the class costs were due from the individual. The checks have been forwarded to Brandl in accounting.

Regarding Spillman, last week representative visited and discussed the age of the Spillman server. The server is beyond the end of expected life at seven years old. The current server was installed in 2012. Servers usually last four to five years. If the current server crashes, we could be "down" for one year before Spillman could install a new one because of their scheduling. Note that TASO is very dependent in all areas for this system, including dispatch, reports, squads, jail. This is the operating system that keeps TASO running. The cost for a new server would be in the range of \$30,000 to \$40,000. We are not required to specifically purchase this server from Spillman, but Spillman will be required to assist in the installation of the software. Spillman will not sell us maintenance options any more for the current system. Seavers noted that we have already had two hard drives fail this year. It will be a disaster if it totally fails. Lewis asked if it blows up in a year, do we want to deal with a company what will not service it? Woebeking noted that Motorola purchased Spillman. Lewis asked if Spillman is the only one for this kind of service, because we have had problems with Motorola? Woebeking answered no, there are other companies, but we do not know the costs. Mildbrand stated it is hard to believe that Spillman is the only operating system. He suggested research be done and come back next month to discuss. Woebeking asked for clarification, if Mildbrand was asking about a new operating system or a different server company. Mildbrand indicated one month to ask about options and getting pricing. Woebeking confirmed a server can be purchased from any supplier. Lewis asked who warranties the equipment and where would we be paying for it from. Brandl noted it depends on if it is in this year or next year's budget cycle. Woebeking noted the one year waiting list for installation with Spillman. Brandl

suggested getting our name on the list and buying it closer to the time of installation. Lewis asked if it ordered it all through Spillman or purchased another server from someone else, how long does that take? Would it need to be paid for now or at the time of receipt? It is uncertain that we can get an idea in a month. Mildbrand noted he cannot make a decision today, there are too many variables. Soper asked if the system crashes and it takes a year, what do you want to go with another company. Woebeking was confident that if our system crashes, Spillman would shuffle to get us up and running. It is not a fiscal option to consider another operating system. Mildbrand noted that if this committee votes today and goes ahead with getting on the list, it is not really a way to do it. We have to buy from them, and they set the rules, we are still the customer. Lewis agreed and asked if we went with another supplier for the operating system, what would be the best case for range of cost for that. Seavers estimated a quarter million. Lewis noted that to change to a new system with the knowledge of our budget, it does not seem something that we would do. Lewis further stated that he does not think we need to table and do not need to vote on it at this meeting; he would like more information. If this goes down in the next month, we would not have one anyway. We need to put it in the next year's budget and get our name on the list to go as early as we can. If something happens then we have to make some other decision under an emergency. Mildbrand noted if we know it is going to in the budget, do some demanding. Lewis noted it is in a critical stage. Lewis asked Mildbrand to find out if there are compatible services and prices to see if we have choices. Ferrand asked if this is the first that we have been notified. Metz stated, "Wouldn't you think they would have been in touch with us sooner?" Lewis emphasized that the Sheriff should make sure our officers are ready to go (back) to paper if needed. Dassow noted that we do tend to depend on technology. Lewis asked if we were ready to move on. Soper asked if there were any questions? Lewis confirmed that information needs to be gathered and look at it at the next meeting.

Sheriff's Report:

- a. Filling Data Records Manager Position. Mildbrand made a motion to fill the Data Records Manager Position; Lemke seconded the motion. All ayes; motion carried.
- b. Detective Harlan Schwartz will be retiring on November 1, 2019. Woebeking requested to begin the promotion process so there is time to train. It will be an internal promotion, not an outside hire. Soper made a motion to begin the promotion process for replacing Detective Schwartz; Mildbrand seconded the motion. All ayes, motion carried.
- c. Jail population is currently at 40; 21 from Marathon with five more coming later today, 2 from Price. Woebeking has reached out to the other agencies to discuss status. There is nothing that we are doing wrong. Lincoln is number 1, Taylor is number 2. Last year this time we had 134, this year this time 34. There is an expectation that there will be more inmates from Marathon in near future.
- d. New 911 status is one month behind as they company installing had a person leave. A follow up on this will be made next week. Anticipate a September 9th installation with a September 16th start date.

Review and Approve Invoices: After review, Brooks made a motion to approve the invoices from July 2019; Lemke seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Brooks seconded the motion. The meeting was adjourned at 9:26 a.m.

Respectfully Submitted,
Alyssa Branowitzer

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: July 12, 2019

Sheriff's Office Training Room

A M E N D E D

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper

Members Absent: None

Other Attendees: Larry Brandl-Accounting/Finance, Andrea Ferrand-County Clerk, Colleen Handrick-Emergency Services Manager, Christine O'Toole-TASO Data Records Manager, Brian Wilson-The Star News, Larry Woebeking-TASO Sheriff

Approve Minutes of the 06/14/19 meeting: Soper made a motion to accept the minutes as written; Mildbrand seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Soper seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business

- a. Chair Lewis presented and reviewed with the Committee an email that confirmed discussions between Dale Hustedt, President of Aspirus Medford Hospital & Clinics and Taylor County confirming that a change would be made to revise the consent forms to change the heading as follows:
Taylor County Ambulance Service
Managed by Aspirus Medford Hospital and Clinics
- b. Mildbrand noted the ADHOC Committee had a meeting coming up to discuss getting shifts filed, with proposals of what needs to be done. They will be making recommendations to both the hospital and this Committee. They are trying to get this done prior to the budget process.

Medical Examiner

- a. Medical Examiner not present. It is noted that reports should be submitted to this committee.

Emergency Management

- a. Handrick has been working hard with the Taylor County Health Department to get weather radios out into the community. Goal is 35 locations including town halls, village halls, libraries, child care centers, and elder care centers.

Law Enforcement Business:

- a. Funding Options for Spillman Module to update UCR to IBR
Brandl previously spoke with Handrick about a separate 911 Emergency Government account that has been accumulating funds for different equipment for about 15 years now. Brandl recommends using the \$18,821.50 needed and transfer it to TASO for the Spillman Module to update UCR to IBR. Brandl confirmed this transaction would

leave about \$5,500 in the 911 Emergency Government account. Brandl will transfer \$18,822.00 from 911 Emergency Government account #101.52460.0000.5824 to Sheriff Administration account #101.52110.0000.5813 to facilitate the purchase of Spillman Wisconsin IBR. Mildbrand made a motion to proceed; Soper seconded the motion. All ayes; motion carried.

Sheriff's Report

- a. Current inmate population is 32 total; 10 from Marathon County, 2 from Price County and 20 local.
- b. Filling Jailer/Dispatcher Position: Woebeking shared that Nancy Mayer is retiring soon. Lemke made a motion to fill this jailer/dispatcher position; Brooks seconded the motion. All ayes; motion carried.
- c. Filling Sergeant Position: Woebeking shared that there is a vacant sergeant position to be filled. Plans are to promote from within to continue having three sergeants on staff. Woebeking noted he plans to designate this position to handle more administrative duties to meet the needs of the department, and this position may be assigned a 5/2 workday on/off rotation instead of the 6/3 workday on/off rotation. **Woebeking asked if any other committees needed to act on his request to change sergeant position from 6/3 to 5/2 and was informed this committee approved the change and no other committee was needed.** Brooks made a motion to fill this sergeant position as suggested; Mildbrand seconded the motion. All ayes; motion carried.
- d. EMT Small Claims Update: Woebeking has been in communication with Corporation Counsel Attorney Graff. The person who was to repay EMT schooling expenses still has not begun paying. Attorney Graff will move forward to garnish this person's wages.

Review and Approve Invoices: After review, Brooks made a motion to approve the invoices from June 2019; Lemke seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Mildbrand made a motion to adjourn the meeting; Lemke seconded the motion. The meeting was adjourned at 9:38 a.m.

Respectfully Submitted,
Christine O'Toole

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: June 14, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper

Members Absent: None

Other Attendees: Larry Brandl-Accounting/Finance, Corey Dassow-TASO Chief Deputy, Andrea Ferrand-County Clerk, Colleen Handrick-Emergency Services Manager, Chad Kowalczyk-Deputy, Christine O'Toole-TASO Data Records Manager, Donald Watson, The Star News, Larry Woebbecking-TASO Sheriff

Approve Minutes of the 04/12/19 meeting: Brooks made a motion to accept the minutes as written; Mildbrand seconded the motion. All ayes; motion carried.

Approve Agenda: Soper made a motion to approve the agenda; Mildbrand seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be on July 12, 2019 at 9:00 a.m.

Ambulance Business: Not present.

Mildbrand shared that the team has meet two times to address the problem of EMT retention and recruiting. Made progress; there are three proposals to be shared at a future date. Next meeting is in July.

Medical Examiner: Not present.

Emergency Management:

- a. Table Top Exercise – June 19th – Miller Dam Recreational Area, 5:30 p.m. to 7:30 p.m. This will take place at the Gilman High School Library where they will be discussing an emergency weather disaster plan.
- b. Table Top Exercise – DATE TBD – Medford Fire Department, EMS & Police Department. Planning another functional exercise in August or September of 2019.
- c. Request to Increase EMD Position from 35 hours per week to 40 hours per week for the remainder of 2019. (*See attached handout.*) Handrick is making this request for the remainder of 2019, based on trainings and other requirements of the position. She has a plan for the cost for the next year. Lewis is in support of this, but there are procedures to follow, including presentation to Personnel, Finance, and full County Board Committees. Lewis believes she can use the time. Mildbrand expressed thanks for the joint exercises, but noted he is against the increasing of hours for this position. Lewis notes there are no records of the prior Emergency Services Manager because it was a contract; the full County Board set this position at 35 hours. Lewis is in favor of increasing it to 40 hours. Soper asked if it was for the rest of 2019 or from this point forward. Ferrand asked if this was a temporary adjustment, would it need to go through Personnel? Lewis

indicated yes, it would, as it is a department head position. Mildbrand agrees that there is a need to do this, but that's not following our budget as a county as we should, we need to stop spending as much money. Lewis agreed that this is a difficult budget cycle, and some difficult decisions will have to be made. Soper asked Brandl to explain where the money would come from. Brandl indicated monies could be transferred from the contingency fund; going forward with the change we would have to budget accordingly. Brooks made a motion to approve this request for Emergency Management Director position to increase to 40 hours be approved by this committee from this point forward, or at least for the balance of this year, with the goal to move it to Personnel and Finance. Lemke seconded. Soper asked for clarification, if this was for the balance of 2019 or from this point forward. Handrick acknowledged for the balance of 2019. Moving forward she would like to see it at 40 hours in order to maintain and continue community involvement. Soper reiterated the long-term goal what the committee wants and start again at budget time. Lewis agreed. Brooks acknowledged it would need to go before the County Board for 2020 and beyond. Soper's personal opinion was that he's not 100% committed to full time. Mildbrand mentioned that the other day at another committee meeting, it came up that Finance Committee needs to do a better job of holding people to a budget, and he thinks we need to adhere to the budget. Lewis stated we also have to adhere to our job to serve our citizens. Lemke noted that we can approve it hear and then follow the steps. Soper noted there will be hard questions at budget time. Lewis agreed.

Roll Call: Lewis: Yes
 Mildbrand: No
 Soper: Yes
 Brooks: Yes
 Lewis: Yes

Four to one, motion passes.

Law Enforcement Business:

- a. Spillman Software Module for IBR. Woebeking shared how the state has mandated that we update our UCR (Uniform Crime Reporting) to IBR (Incident Based Reporting) by 2021. With that, we have to start before that date to become certified with at least six months of reporting, which involves training and more importantly a software update. The cost for this new operating system in Spillman will be approximately \$18,821.50, which was not anticipated nor budgeted for this year. Lewis asked how this was missed; Woebeking replied that we do not know. Woebeking continues to talk with Spillman, and is not asking for money today, but to make it a budgetary item for next year. Ideally though, we need to begin as soon as possible. Other financial sources would be to bill departments annually for costs. Medford Police Chief Bryan Carey is not opposed to this, but there are no guarantees. This will definitely be part of the 2020 budget. Mildbrand asked if this as an annual fee. Woebeking assured the number above is a one-time fee but noted that there may be other numbers as

an annual cost. Brandl asked if this update will merge into the current software; Woebeking replied yes. O'Toole briefly explained UCR versus IBR reporting and how it goes to the FBI. Soper asked if this was separate from the 911 program. Woebeking confirmed this is an entirely separate issue. Woebeking further stated he will be asking for this in the upcoming budget using the normal channels. Lewis asked if there was room in the budget now; Woebeking responded no. Brandl indicated he has some ideas. Lewis indicated that we should proceed now if there are funds available now. Brandl said he'd need a month to plan. Lewis noted the next meeting is scheduled for July 12th, could Brandl present something at that time. Brandl said he could.

- b. Chad Kowalczyk was present to model the new uniform with Kevlar inserts.

Sheriff's Report:

- a. Current inmate population is 45, with 9 inmates from Marathon County and 4 from Price County. There are no known issues, population is down all over the state.
- b. Nancy Jonas is now the back-up nurse for Taylor County; she is currently the Price County nurse. Her services are strictly back-up. Mildbrand asked when planning would begin to replace current Taylor County Nurse Ingrid Purvis with her retiring in August 2020. Woebeking noted we have some time to see how we like this current plan. Lewis noted it could be difficult to fill.

Review and Approve Invoices: After review, Soper made a motion to approve the invoices from April 2019 and May 2019; Mildbrand seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Brooks seconded the motion. The meeting was adjourned at 9:50 a.m.

Respectfully Submitted,
Christine O'Toole

FULL YEAR	RATE	HOURS	SALARY	WRS	SS	MED	TOTAL	DIFFERENCE
35 HR WEEK	27.38	1820	\$49,831.60	\$3,263.97	\$3,089.56	\$722.56	\$56,907.69	\$8,129.67
40 HR WEEK	27.38	2080	\$56,950.40	\$3,730.25	\$3,530.92	\$825.78	\$65,037.36	
REMAINDER of 2019		910	\$24,915.80	\$1,631.98	\$1,544.78	\$361.28	\$28,453.84	\$4,064.83
		1040	\$28,475.20	\$1,865.13	\$1,765.46	\$412.89	\$32,518.68	

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: April 12, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper

Members Absent: None

Other Attendees: Larry Brandl-Accounting/Finance, Colleen Handrick-Emergency Services Manager, Jeff Nuernberger-Ambulance, Christine O'Toole-TASO Data Records Manager, Donald Watson-The Star News, Larry Woebeking-TASO Sheriff

Approve Minutes of the 03/08/19 meeting and AMENDED 02/08/18 meeting: Brooks made a motion to accept the minutes as written; Soper seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Soper seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business

a. EMS Week Gift. Jeff Nuernberger noted that coming up May 19th to 25th is EMS Appreciation Week. He suggested providing a gift to the EMT's as a token of appreciation and proposes water tumblers. They would be approximately \$7.99 each. Purchasing 75 to 80 tumblers, with shipping and setup, would cost approximately \$756. Jeff noted that there are funds of \$800 available from the Taylor County Fair donation. Mildbrand noted that it was a good idea to acknowledge the EMT's for their service and made a motion to spend up to \$800 for this purpose; Lemke seconded the motion. All ayes; motion carried.

b. Discuss subsidy request for ambulance purchase service. See the attached Aspirus Ambulance Subsidy Request for Calendar Year 2018. Jeff Nuernberger along with Larry Brandl reviewed the subsidy request. Soper motioned to approve; Brooks seconded the motion. All ayes; motion carried.

Medical Examiner: Not Present.

Emergency Management: Colleen Handrick noted that she is currently working with Chief Woebeking and command staff to get mandatory I-PAWS emergency notification and Code Red to go out to all cell phones. Also working with Gilman Fire Department and EMS to go over a table-top exercise regarding Miller Dam on June 19th. She continues to work in plans of other items including making sure local campground staff had weather radios for emergency weather notifications.

Law Enforcement Business:

a. Review and approve Resolution for Bruce Daniels. Soper motioned; Mildbrand seconded the motion. All ayes; motion carried.

b. Review and approve Resolution for Sandra Virnig. Soper motioned; Mildbrand seconded the motion. All ayes; motion carried.

Sheriff's Report:

a. Sheriff Woebeking noted that there is currently a total of 43 inmates in our jail; five are from Marathon. We have had other counties ask if we had anything available, but no other transfers have arrived as of this time. Marathon states that their numbers are down, so that is why less are here.

b. The Aramark contract with the \$20,000 incentive has been received, but Sheriff Woebeking noted he did not like how the contract was written, so has asked for it to be amended.

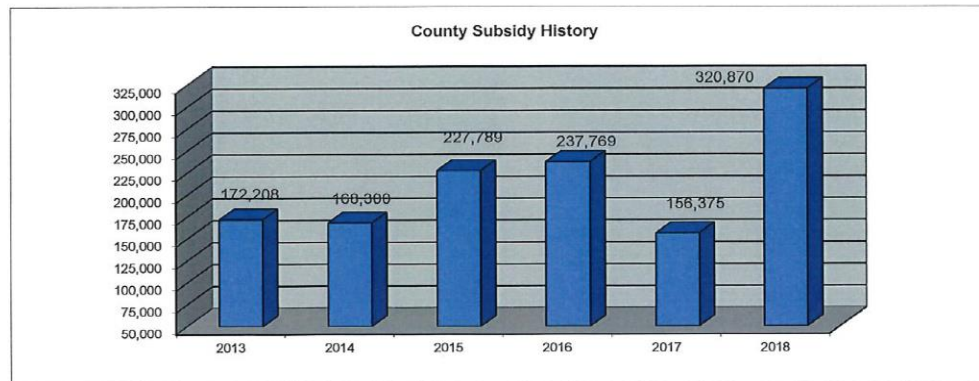
Review and Approve Invoices: After review, Mildbrand made a motion to approve the invoices from March 2019; Brooks seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Soper seconded the motion. The meeting was adjourned at 9:50 a.m.

Respectfully Submitted,
Christine O'Toole

**Aspirus
Ambulance Subsidy Request
Calendar Year 2018**

	2018 Actual	2018 Budget	\$ Change	% Change
REVENUE				
Service Calls & Mileage	760,447	769,522	(9,075)	-1.2%
Intercept Revenue	68,581	70,740	(2,159)	-3.1%
Other Operating Revenue	11,080	4,000	7,080	177.0%
Lease revenue from Aspirus Medivac:				
Vehicle	-	-	-	0.0%
Less: Discounts for Medicare, Medicaid, HMO, and Uncollectibles	442,756	477,103	(34,347)	-7.2%
Net Revenue	397,352	367,158	30,194	8.2%
EXPENSE				
Salaries and Benefits	567,141	510,234	56,907	11.2%
Supplies	29,443	12,350	17,093	138.4%
Repairs & Maintenance	3,694	11,720	(8,026)	-68.5%
Education	4,457	3,800	657	17.3%
Telephone	6,076	6,150	(74)	-1.2%
Insurance	34,869	12,820	22,049	172.0%
Other Expenses	7,023	8,875	(1,852)	-20.9%
Depreciation	65,519	62,100	3,419	5.5%
Total Expense	718,222	628,049	90,173	14.4%
County Subsidy	(320,870)	(260,891)	(59,979)	23.0%
VOLUMES				
Basic Level of Service - 911 Calls	549	545	4	0.7%
Advance Level of Service - 911 Calls	145	143	2	1.4%
Total 911 Calls	694	688	6	0.9%
Intercepts	127	131	(4)	-3.1%
Total Runs	821	819	2	0.2%



LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: March 8, 2019

Sheriff's Office Training Room

Call Meeting To Order: Chair Soper called the meeting to order at 9:00 a.m.

Members Present: Brooks, Lemke, Mildbrand, Soper

Members Absent: Lewis (excused)

Other Attendees: Larry Brandl-Accounting/Finance, Jeff Nuernberger-Ambulance, Christine O'Toole-TASO Data Records Manager, Larry Woebeking-TASO Sheriff, Ben Nelson-Ambulance.

Approve Minutes of the February 27, 2019 meeting: Brooks made a motion to accept the minutes as written; Mildbrand seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Mildbrand seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be at the call of the chair.

Ambulance Business: Not present.

Medical Examiner: Not present.

Emergency Management: Not present.

Law Enforcement Business:

a. Jail Nurse. The committee had asked Woebeking to bring some numbers. Current jail population is 50 with 13 from Marathon. Prior years revenue from housing inmates from other counties is as follows:

Year	Revenue
2015	\$111,880
2016	\$317,678
2017	\$490,876
2018	\$432,200

There are no intentions to stop bringing inmates from Marathon County. Population overall is down for no specific reason.

Jail nurse costs with Wellpath, minus mental health coverage, would be \$111,557.28 annually. The current jail nurse salary with benefits (employed by Taylor County Health Department) is \$52,431.95.

Mildbrand made a motion to transfer Ingrid Purvis from Taylor County Health Department to Taylor County Sheriff's Office at her current wage, retaining her seniority, to work 28 hours over five days per week instead of four; Lemke seconded the motion. All ayes. Motion Carried.

Sheriff's Report: No report.

Review and Approve Invoices: After review, Mildbrand made a motion to approve the invoices from February 2019; Brooks seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Soper accepted. The meeting was adjourned at 9:25 a.m.

Respectfully Submitted,
Christine O'Toole

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: February 27, 2019 **AMENDED 03/05/19**

County Board Room – 3rd Floor

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Brooks, Lemke, Mildbrand, Soper,

Members Absent: None

Other Attendees: Larry Brandl-Accounting/Finance, Corey Dassow-TASO Chief Deputy, Ginelle Hartman-Ambulance, Jeff Nuernberger-Ambulance, Christine O'Toole-TASO Data Records Manager, Larry Woebeking-TASO Sheriff

Approve Minutes of the February 8, 2019 meeting: Soper made a motion to accept the minutes as written; Mildbrand seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Brooks seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be March 8, 2019. Soper will chair the meeting in Lewis' absence.

Ambulance Business: Review and approve proceeding with legal action to reclaim EMT Training Fees paid on behalf of an individual who did not follow through with contract requirements. Corporation Counsel wants to proceed with a small claims action to collect the outstanding sum. It was asked if anyone thought this would affect future recruitment. Nuernberger felt it would not affect future recruitment; the individual did sign a contract agreeing to terms that included a minimum shift coverage requirement. Brooks motioned; Lemke seconded the motion. All ayes; motion carried.

Medical Examiner: Not present.

Emergency Management: Not present.

Sheriff's Report: Jail Nurse Update: Wellpath/CCS quoted \$132,000. Mildbrand asked with the minimum requirement is that Taylor County has to provide jail health services. Woebeking stated current contract states four hours per day, Monday through Friday. Do not know if there is a law or statute outlining a minimum. Mildbrand noted that this situation is something that should have done at budget time. Woebeking will continue to review options and have an update at the next meeting since the current contract expires March 31, 2019.

Law Enforcement Business:

a. Sign Ordinance Section 54.19, Domestic and Agricultural Animals Running at Large Prohibited, Animal Control Regulations, Taylor County Code.

b. Motion to go into CLOSED SESSION pursuant to Wis. Stat. 19.86(1)(c) at 10:00 a.m. for the purpose of conducting Deputy interviews of those applying for the position. Lemke motioned; Brooks seconded the motion. Roll call vote to be taken. Lewis: aye. Brooks: aye. Lemke: aye. Mildbrand: aye. Soper: aye.

c. Motion to reconvene into OPEN SESSION at approximately 11:22 a.m. pursuant to 19.83 to take any action on the matter discussed in Closed Session and to proceed with today's meeting. Brooks motioned; Lemke seconded the motion. All ayes; motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Brooks seconded the motion. All ayes; motion carried. The meeting was adjourned at 11:24 a.m.

Respectfully Submitted,
Christine O'Toole

LAW ENFORCEMENT AND EMERGENCY SERVICES COMMITTEE MEETING

DATE: February 8, 2019 **AMENDED APRIL 4, 2019**

Sheriff's Office Training Room

Call Meeting To Order: Chair Lewis called the meeting to order at 9:00 a.m.

Members Present: Lewis, Lemke, Soper, Mildbrand, Woebbeking

Members Absent: Brooks

Other Attendees: Larry Brandl-Accounting/Finance, Corey Dassow-TASO Chief Deputy, Colleen Handrick-Emergency Services Manager, Patty Krug-Health Department, Jeff Nuernberger-Ambulance, Christine O'Toole-TASO Data Records Manager, Brian Wilson-The Star News

Approve Minutes of the December 10, 2018 meeting: Mildbrand made a motion to accept the minutes as written; Soper seconded the motion. All ayes; motion carried.

Approve Agenda: Lemke made a motion to approve the agenda; Mildbrand seconded the motion. All ayes; motion carried.

Set Next Meeting Date: The next meeting will be March 8, 2019 at 9:00 a.m. Chair Lewis will be absent, Soper will lead.

Ambulance Business: Review and approve ambulance bids for new ambulance. Last month it was approved by this committee to start the bids; specs were sent to four or five companies; two bids have been received so far. Lifeline quoted a 2019 ambulance at \$182,304, not including a power lift cot, which would be an additional \$23,250. Everest quoted a 2019 ambulance at \$209,500, which includes a power lift cot. A power lift cot assists in the reduction of cot-related injuries potentially to both the patient and the EMT personnel.

The cost of the last ambulance purchased in 2016 was \$149,000. The new ambulance will go to Gilman; backup in Medford is the oldest ambulance in service. The 2005 ambulance was sold.

Mildbrand feels the power lift cot is a benefit. Nuernberger agreed. Brandl stated it is something we need to do, and it should be phased into all ambulances. Lemke and Soper agreed that power lift cots are needed.

It was noted that the Lifeline bid is the preferred bid for the new ambulance, noting that the power lift would be an additional cost.

Nuernberger added that the contract agreement for mutual aid service in the town of Maplehurst with Owen-Withee has expired. New guidelines are that Gilman will service west of Coyote Drive, and Medford will service east of Coyote Drive.

Soper motioned; Mildbrand seconded the motion. All ayes; motion carried.

Medical Examiner: Review Indigent Burial. Resolution reviewed and discussed by members present. The consensus was that this matter will ultimately be handled on a case-by-case basis, and should the need arise, the matter would be deferred to the Finance Committee.

Emergency Management: Mildbrand reported on recent ad hoc meeting, noting that it was productive. Recruitment, retention and teambuilding of EMT's were discussed. Talked about how to recruit better. Rib Lake has open shifts; Medford second shift is hard to fill. Ideas like going into the high schools to present opportunities and possibly having an article in the Star News were noted, along with a suggestion of a premium wage on second shifts. Cost estimated \$71,000 to increase on-call by county, possibly having full-time EMT's in the future. Chair Lewis asked if the idea of expanding an agreement to First Responders to become EMT's, how many would the county pay for. Soper noted there were five avenues of recruitment and retention. Brandl said there were no costs as of now, just concepts. Next meeting scheduled in April.

Handrick noted that additional training classes are to be hosted in Taylor County.

Law Enforcement Business:

a. Review and approve Ordinance Section 54.19, Running at Large Prohibited, Animal Control Regulations, Taylor County Code. Soper asked for clarification about person claiming ownership of animal, noted that since that was not specific, the ordinance was met with resistance at the County Board meeting and rejected. Krug clarified that ownership is standard, same as when encountered in rabies situations. Mildbrand noted that "domestic" was not listed in the ordinance as presented and noted that deer could be directed with food patterns. Soper made a motion to decline the ordinance as written; Mildbrand seconded. Roll call: Lewis-No, Soper-Yes, Mildbrand-No, Lemke-No, Brooks-Absent. Motion failed. Soper made a motion to add "Domestic and Agriculture Animals" to the ordinance as written; Lemke seconded. Roll call: Lewis-Yes, Soper-No, Mildbrand-Yes, Lemke-Yes, Brooks-Absent. Motion approved. Secretary O'Toole to provide this information to Linda Daniels to make modifications to ordinance for signature at next meeting.

Sheriff's Report

a. Jail Nurse. Taylor County Jail currently has in-house jail nurse services. The current contract for these services ends March 31, 2018. Jail staff has expressed concerns that nursing has not been sufficient to meet jail inmates' needs. Currently the jail nurse is supposed to provide services for four hours per day. Costs in 2017 were billed at \$38,000, and 2018 were \$28,800 because the hours of service went down, and one nurse retired. Only one part-time nurse is currently available and is not interested in working five days per week. It is noted that the jail has more "complex patients" in house, including but not limited to those with mental-health issues, diabetes, and the related medications involved. Having no staff to provide services creates a liability for the jail. Krug does not see it viable to continue to provide this service through the Taylor County Health Department. Krug wants the county health department removed from the liability and contract with an outside agency. Agencies such as this provide the healthcare providers, manage the backup if needed, and cover the liability. Lewis noted that this committee does not have the authority to tell the Health Department it has to provide this service.

Woebeking has been exploring outside options. The known local provider available, Wellpath, will not bid on less than eight hours per day. Full time service through an agency will cost between \$65,000 and \$80,000 per year. Mildbrand asked how this would be funded. Lewis noted

funds from rent to out-of-county inmates currently goes to the general fund; it could be review and see if those funds could come back to TASO.

Woebeking will continue to explore options by getting bids from other providers in the area and bring information back to the next LEES Committee meeting for review and voting.

b. Aramark Contract. Negotiating next five-year contract for kitchen meals served in jail. Taylor County Jail has used Aramark since 2002. Part of the renewal traditionally provides an incentive. Woebeking notes there is a need to provide county-issued guns to the deputies instead of deputies using their weapons. Aramark is offering \$20,000 to fund this effort. The new contract is not yet signed as the negotiation of increases continues to be discussed. Woebeking will have an update at the next meeting.

c. Deputy Firearms. Currently deputies all wear their own firearms. Most law enforcement agencies provide department-issued firearms. Lots of issues when officers use their own firearm, including wear and tear, if a firearm must be surrendered during an investigation, officer has to use/find another firearm. This also adds to the need of multiple types of ammunition being stocked. Woebeking has done research supporting the use of one type of firearm per agency. The department has tested a small variety of firearms, with a preference for using a 9mm Glock. The cost to purchase department-issued firearms with holders is estimated to be just under \$15,000. As noted above, Woebeking is negotiating an incentive from Aramark Food Service that would fund this need. Soper asked if there was any resistance from the team about the proposed change; Woebeking responded no. Soper asked what the estimated longevity of this firearm was. Woebeking noted it is not likely to wear out, the firearm can easily go through over 500,000 rounds in a 15- to 20-year span, and if individual parts wear out, it is easily serviced with replacement parts. Committee approved moving forward with the purchase of firearms.

d. Department Uniforms. Woebeking noted that the agency currently wears brown uniforms. Most agencies are changing for cost and availability reasons. Brown uniforms are being phased out by manufacturers, thus availability is reduced, and costs are increased. Though not budgeted for now, it will be more cost-effective in the long run. The options being considered are black or green pants and a tan shirt. Samples didn't arrive in time to be presented at this meeting. The thought it to implement a change of all personnel including road staff and jail staff at the same time; to do a slow phase and in different areas would be confusing and unprofessional. Total cost is estimated to be \$18,000 to provide two pairs of pants and two shirts to each person. Only \$5,000 in current budget. Woebeking inquired about going over budget or search for creative budgeting. Lewis noted there is a possible additional \$5,000 from Aramark's incentive toward guns. Soper felt there were compelling reasons to have the jail staff match the road officers. Woebeking concurred noting it was a priority to be unified and professional. Lewis suggested the option of switching road officers now and phase in jailers. Woebeking noted that jail worker retention is already a challenge and it is not favorable to do this in phases. Mildbrand suggested waiting until the end of presentation to review totals and then a request could be presented to the Finance Committee. Soper suggested placing this need in the next budget cycle in September and review re-routing

the rent income from out-of-county inmates. After further discussion, it was approved to move forward with uniforms for the entire department using several budget options.

e. WISCOM – Wisconsin Interoperable System for Communications. The current information in the state is that this service might not be staying and may be getting defunded. Woebeking will have an update at the next meeting.

f. Next Gen 911/Dispatch. Report only at this time. TASO is not compliant, but the state has mandated that we need to become compliant. There is no known funding or grant opportunities at this time. We cannot make an investment if it is not compatible with what is currently used. Motorola has purchased Spillman, the software company whose services we use. It is recommended that we start moving forward with becoming compliant, there is no reason to wait. Current maintenance options are three years at a cost of \$202,000. The estimate for a customized package could cost between \$200,000 and \$400,00. Soper asked if this was a total replacement cost. Lewis advised it was an upgrade and replacement. State required guidelines are approximately two to three years away, but there is a need to start the process now as it will take time. Lewis suggested exploring the WISCOM status be done. Woebeking noted the state said we should start doing replacements, most likely Motorola. Brandl said this will be a borrowing project to fund and would need to be taken to the full County Board. **AMENDED: A price and program need to be defined. There are multiple options to be reviewed. The bases system total is estimated to be \$154,464 with the main warranty plus \$350,127 for hardware. These costs also include a 10-year prepaid warranty. It is recommended that system spares be purchased to be on-hand. Headsets cost approximately \$851.18, and the recording equipment cost approximately \$62,528. This comes to an estimate of \$64,000 for what is needed now. Woebeking noted our system is critical at this time and the installer assures that we would be moved to the front of the line for installation. It will take approximately two to three months to complete the process of installation. Brandl suggested the calculations be done as the process would still need to go before the next County Board and Finance meetings. Woebeking assured that this would be compliant with the Next Gen 911 as well as fixes our current concerns. Mildbrand made a motion to approve the options included the 10-year warranty plan and five-years extended warranty on hardware, with an estimated total of \$418,686.95, rounding up to \$420,000.00. Brooks seconded the motion. All ayes; motion carried.**

g. Current 911 Equipment Failing. The 911 calls talk services between callers and the dispatcher are failing. It needs to be fixed now. Current system is about 14-years old; life expectancy of this program is usually a maximum of 10-years. System is obsolete, outdated, and no repairs are available. The recording devices are also failing, and we can't play back 911 calls. Currently waiting for vendor to come in with price options. Lewis asked if it was a maintenance issue. Options to be discussed when more information becomes available.

h. Squad Toughbooks Replacement. These are laptops that are tough and rugged. Deputies do not write paper citations, they use these Toughbooks, and cannot function without them. Everything is electronic, which is a mandated requirement. The Toughbooks currently in use are old and failing, they have never been a replacement line item. The cost is approximately \$3,194 each. Some units are crashing now. They generally need to be replaced every two to

three years. In the future when a squad is updated, the Toughbook should be updated at the same time, typically three units per year at a cost of approximately \$10,500. TASO has 14 units total. Approved up to three units this year, then budget each year after.

Review and Approve Invoices: After review, Lemke made a motion to approve the invoices from December 2019 and January 2019; Mildbrand seconded the motion. All ayes. Motion carried.

Adjournment: With no further business, Lemke made a motion to adjourn the meeting; Mildbrand seconded the motion. The meeting was adjourned at 11:45 a.m.

Respectfully Submitted,
Christine O'Toole