

Notice of Public Meeting
Wednesday, December 7, 2022
12:00 p.m.

**JUDICIARY & PUBLIC
SAFETY COMMITTEE**

Door County Justice Center
Multi-Purpose Room
Room C185
1201 S. Duluth Avenue
Sturgeon Bay

Oversight for Clerk of Courts, Circuit Court, Family Court/Register in Probate, District Attorney, Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Office

AGENDA

1. Call Meeting to Order
2. Establish a Quorum
3. Adopt Agenda / Properly Noticed
4. Approve Minutes of October 11, 2022 Regular Judiciary & Public Safety Committee Meeting
5. Correspondence
6. Public Comment
7. Supervisor Response
8. New Business (Review/Action)
 - Sheriff's Office
 - Award the 2023 Sheriff's Fleet Vehicle Maintenance RFP
 - Accept Donation from Keller Inc.
 - Review/Approve: Pre-Trial Release Contract 2023
 - Emergency Services
 - ES Write-Offs (Review / Action)
 - FYI-Monthly Report
9. Sustainability Matters to be Considered
10. Legislative Matters to be Considered
11. Request for Agenda Items for Next Month's Meeting
12. Next Meeting Date: TBD
13. Recess – Travel to Door County Jail
14. Reconvene - § 59.54(15), Wis. Stats Annual Inspection of Jail
15. Adjourn

Deviation from the order shown may occur

MINUTES
Tuesday, October 11, 2022

**JUDICIARY & PUBLIC
SAFETY COMMITTEE**

Door County Government Center
Chambers Room
1st Floor Government Center
Room C102
421 Nebraska Street, Sturgeon Bay

Oversight for Clerk of Courts, Circuit Court, Family Court/Register in Probate, District Attorney, Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Office

Call Meeting to Order

Chairman Joel Gunnlaugsson called the October 11, 2022 Judiciary and Public Safety Committee meeting to order at 9:01 a.m. at the Door County Government Center.

“These minutes have not been reviewed by the oversight committee and are subject to approval at the next regular committee meeting.”

Establish a Quorum

Committee Members Present: Joel Gunnlaugsson, Rodney Beardsley, David Englebert, Walter Kalms, Nancy Robillard, and Hugh Zettel. Elizabeth Gauger was excused.

Others present: Administrator Ken Pabich, Corporation Counsel Sean Donohue, Finance Director Steve Wipperfurth, Chief Deputy Patrick McCarty, EM&C Director Dan Kane, and County Clerk Jill Lau.

Adopt Agenda / Properly Noticed

Motion by Robillard, seconded by Englebert to adopt the agenda. Motion carried by voice vote.

Approve Minutes of September 13, 2022 Regular Judiciary & Public Safety Committee Meeting

Motion by Robillard, seconded by Kalms to approve the minutes of the September 13, 2022 Judiciary & Public Safety Committee Meeting. Supervisor Zettel noted his name was misspelled in several places in the minutes and asked for corrections. Motion carried by voice vote.

Correspondence

None.

Public Comment

None.

Supervisor Response

N/A

New Business (Review/Action)

Sheriff's Office

Review/Approve: Ordinance 2022- ____ Amendment of Chapter 31, Door County Code

Chief Deputy McCarty reviewed the information included in the meeting packet. A review of current ordinances was completed. This amendment is a result of the review and relates to public protection and safety; peace and order; and other interests.

Motion by Robillard, seconded by Englebert to approve the draft ordinance, amendment of Chapter 31 Door County Code. CC Donohue explained the amended version adopts the state statute as it now exists. This adopts a number of state statutes into County Code to allow the DA some discretion in how to prosecute cases. Donohue noted the amendment allows more flexibility; as statutes change there won't be a need to update county code. Discussion followed and included clarification and clear definition on several areas within the proposed ordinance. Motion carried by voice vote. A summary of changes (red lined version) will be included in the county board meeting packet.

Amendatory Ordinance No. 2022- ____, Amendment of Chapter 35, Door County Code

Chief Deputy McCarty reviewed information included in the meeting packet. The amendment authorizes the use of citations for violation of ordinances and is a result of the previous amendatory ordinance (Chapter 31, Door County Code).

Motion by Zettel, seconded by Robillard to approve the draft ordinance. Motion carried by voice vote.

Bullying; Harassment Ordinance

Chief Deputy McCarty reviewed the draft ordinance included in the meeting packet. This is a new ordinance. This ordinance would be used in the Juvenile Diversion Program. Discussion followed and included - are the definitions clear enough for implementation; language is vague; the ordinance was drafted because of the Juvenile Diversion Program but is an overall ordinance that can be enforced. CC Donohue noted the ordinance could be used with discretion; it is a tool. The ordinance was drafted as a request from both the DA and Sheriff's Office.

Motion by Englebert, seconded by Zettel to approve the draft ordinance. Motion carried by voice vote with Supervisor Beardsley voting no.

Letting of the 2023 Sheriff's Fleet Vehicle Maintenance RFP

Chief Deputy McCarty explained this is an annual RFP.

Motion by Englebert, seconded by Robillard to approve the letting of the RFP for Fleet Vehicle Maintenance. Motion carried by voice vote.

Set date for Annual Inspection of Jail

The last Annual Inspection was completed in December 2021. 2022 Annual Inspection of the Jail – December 8, 2022 following the regular monthly meeting which will begin at 3:00 p.m.

Emergency Management & Communications

FYI – Quarterly Report

The report was included in the meeting packet and was reviewed. Supervisor Zettel requested 2019 numbers be provided to allow for a better comparison. In addition, call volume for ambulance reports were requested.

Review/Approve: Resolution 2022-____ Door County 2022-2026 Hazard Mitigation Plan (Final)

EM&C Director Dan Kane noted the plan was reviewed a couple of months ago by the committee. The plan has been approved by the State and FEMA. The draft resolution is the official adoption of the HM Plan through 2026.

Motion by Robillard, seconded by Englebert to approve the draft resolution. Supervisor Zettel suggested additional language be added to the resolution to reflect the fact that the State and FEMA have already reviewed and provided preliminary approval. The plan will need final approval from the State and FEMA once adopted by the County Board. Motion carried by voice vote.

Sustainability Matters to be Considered

No matters were brought forward.

Legislative Matters to be Considered

No matters were brought forward.

Request for Agenda Items for Next Month's Meeting

Nothing as of this meeting.

Next Meeting Date

Thursday, December 8, 2022 – 3:00 p.m. at the Government Center followed by travel to the Justice Center for the Annual Jail Inspection.

Adjourn

Motion by Robillard, seconded by Englebert to adjourn. Motion carried by voice vote. Time 10:00 a.m.

Respectfully submitted by Jill M. Lau, County Clerk



ADL Monitoring Solutions LLC
Door County Jail- Pre-Trial Release Program
Operating Agreement

I. Parties

This agreement is made and effective the 1 day of December, 2022 through 31 day of December 2023, by and between ADL Monitoring Solutions, LLC (hereinafter referred to as ADL) and the County of Door, a body corporate (hereinafter referred to as County).

Agreement Administrators

ADL employee responsible for Administration of this agreement will be Brian Westphal, whose principal business address is 107 S. Madison St, Green Bay, WI 54301.

The County's employee responsible for Administration of the agreement will be Lieutenant Kyle Veeseer or designee, whose principal address is 1201 S. Duluth Ave., Sturgeon Bay, WI 54235.

II. Standard Programs to be Provided

ADL will provide a full service pre-trial release program. The following equipment and services will be provided:

- Alcohol monitoring equipment
 - SCRAM – secure continuous remote alcohol monitoring
 - Remote Breath Devices
- GPS – Personal GPS tracking device
- Transdermal Drug Patch (type to be determined after screening)
- Installation and removal of devices
- Monitoring of all clients
- Reporting for the Sheriff's Office and Courts
- Training and support for Door County staff

ADL staff will have office hours in Door County on Tuesdays, from 12:00PM to 3:00PM and Fridays from 11:00AM to 3:00PM. If available Mondays, Wednesdays and Thursdays during



business hours, ADL staff may come to put out new clients per their bond conditions. At their discretion, ADL staff may also come outside of the Tuesday and Friday hours for new and repeat clients for an “After Hours Fee” of \$75.00.

The County agrees to provide a working space for administration of services to the offenders.

III. Compensation

This will be an offender pay program. The following sliding fee rates will apply:

The Client is responsible for an initial payment of \$250 for the first two weeks of Alcohol or GPS monitoring and \$170 for the first two weeks of Drug Patch monitoring.

- Administrative Fee - \$65.00
 - Applicable to all devices at hook up
- Single device – \$91.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$84.00/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$77.00/7 days
- Two devices - \$126.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$119.00/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$112.00/7 days
- Standard Drug patch - \$105.00/10-14 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$95.00/10-14 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$85.00/10-14 days
- Opiate Panel Drug patch - \$135.00/10-14 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$130.00/10-14 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$120.00/10-14 days
- Billing will occur weekly or bi-weekly

Notification of delinquency will be made after 7 days by ADL to both the client and the Sheriff's Office.



ADL will be allowed to stop monitoring the client if the past due balance is more than \$500.00. Past due balances, equipment damage and loss may be considered for sentencing purposes as part of fees or restitution payable to ADL.

IV. Renegotiation

ADL reserves the right to change the offender pay pricing with a 60 day written notice. County rate price changes can be renegotiated with a 60 day written notice by either entity requesting a change in rates.

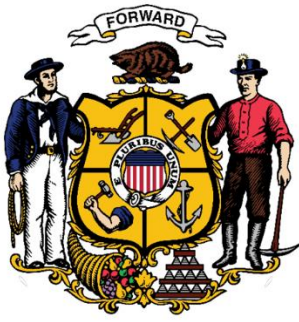
V. Agreement Revisions And/Or Terminations

- Failure to comply with any part of this agreement may be considered cause for revision, suspension, or termination.
- Revision of this agreement must be agreed to by ADL and the County by an addendum signed by the authorized representatives of both parties.
- ADL will notify the County whenever it is unable to provide the required quality or quantity of services. Upon such notification, the County and ADL shall determine whether such inability will require a revision or cancellation of the agreement.
- If the County finds it necessary to terminate the agreement prior to the expiration date for reasons other than non-performance by ADL, actual costs incurred by ADL may be reimbursed for an amount determined by mutual agreement of both parties.
- This agreement can be terminated by a 60 day written notice by either party.
- This agreement will automatically renew for a one-year period unless the sixty (60) day written notice of cancellation is given by either party.

Brian Westphal Date
ADL Monitoring Solutions LLC

Sheriff Tammy Sternard Date
County of Door

Lieutenant Kyle Veaser Date
County of Door



Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

Office of Detention Facilities

Date: October 27, 2022

Sheriff Tammy Sternard
Door County Sheriff's Department
1203 South Duluth Ave
Sturgeon Bay, WI 54235

RE: 2022 Door County Jail Inspection

Facility Name: Door County Jail
Address: 1203 South Duluth Ave
Sturgeon Bay, WI 54235

Facility Type and Applicable Wisconsin Administrative Code:

- Juvenile Detention Facility (Chapter DOC 346)
- Secured Residential Care Center for Children and Youth (Chapter DOC 347)
- Huber Facility (Chapter DOC 348)
- Municipal Lockup Facility (Chapter DOC 349)
- Jail (Chapter DOC 350)

Date of Inspection: September 29, 2022 **Inspected By:** Nancy Thelen, ODF Specialist

Inspection Process: The annual inspection of the facility was conducted pursuant to WI Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections administrative code. This inspection consisted of a tour of the facility to assess the safety, sanitation, adequacy, and fitness of the facility; dialogue with staff and inmates; and a review of facility records and documentation.

Approved Capacity Details

Maximum Rated Capacity	Population on the Day of Inspection	Is Facility Approved to Double Cell	Is Facility Approved to Hold Juveniles
143	65	Yes – 6 Cells	No

On the date of the inspection the total adult inmate population was 65. Of that total there were 10 DCC sanction inmates, 10 boarders from Brown County and 1 boarder from Kewaunee County. There were no inmates assigned to the EMP program.

Inspection Results:

Operational Changes and Initiatives

Changes:

- Installed Livescan Fingerprint Machine and Mug Shot Camera in Security Checkpoint.
- Replaced long-time Mental Health Clinician.
- Added many new staff members due to retirements.

Initiatives:

- Evaluate Staffing/Coverage Concerns
- Review camera system upgrades.
- Review Kiosks and/or tablets for inmate accessibility.
- Review Key Control Alternatives.
- Evaluating the recreation options that are available and potential expansion based on budgetary considerations.
- Continue to work towards PREA compliance.

Operations:

- Medical: Wellpath provides contracted medical services at the facility 40 hours per week.
- Mental Health: Wellpath provides contracted onsite mental health services 40 hours per week. There are 2 hours of Tele-Psych provided and weekly AODA. Door County crisis is available for after-hours emergencies.
- Food Service: Summit Foods provides contracted food service along with labor from inmate kitchen workers.
 - Annual Outside Kitchen Inspection was completed **06/23//2022**
 - Menus were reviewed and approved by Summit registered dietician on **03/30/2022**
- Fire Inspections were completed **05/23/2022 & 09/12/2022**
- Training: Training has been completed/scheduled in the code required areas:
 - 350.19(2)(c) Fire Safety – SCBA & Equipment – **December 2021**
 - 350.19(4) Fire Safety Evacuation – **December 2021**
 - 350.14(6) Healthcare – Annual training on Policies, Procedures, Medications and health screening– **December 2021**
 - 350.16(2) Control and administration of medications– **December 2021**
 - 350.17(11) High Risk Supervision – 2 hours training suicide prevention and identification of risk factors – **December 2021**

Inspection Comments:

State Statute and Administrative Rule Violations:

On the date of the inspection there were **no violations of Administrative Code** found at the facility.

Recommendations:

- ❖ **Medical and Mental Health** - Review of current services should continue to be completed to ensure facility needs are being met.
- ❖ **QMHP** - On the date of the inspection there were discussions regarding the required Qualified Mental Health Professional designation and face-to-face assessment for suicide watch removals. Communication between contracted staff and county mental health providers and facility administration should continue to ensure compliance with this code requirement.
- ❖ **Operational Review**- Continued review of overall operations to include staffing and support services should be completed to ensure facility needs are being met.

I would like to thank Lt. Kyle Veeseer and your staff for their cooperation during this inspection process. If you have any questions regarding this report or any other matter please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Thelen".

Nancy Thelen, Inspector
Office of Detention Facilities

Cc: Lt. Kyle Veeseer, Jail Administrator
Greg Bucholtz, Director - ODF
File