

Notice of Public Meeting
Monday, September 14, 2020
1:00 p.m.

PUBLIC SAFETY
COMMITTEE

Door County Government Center
Chambers Room
421 Nebraska Street., Sturgeon Bay, WI

Oversight for Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Department

AGENDA

1. Call Meeting to Order
2. Establish a Quorum
3. Adopt Agenda / Properly Noticed
4. Approve Minutes of August 10, 2020 Regular Public Safety Committee Meeting and August 18, 2020 Special Public Safety Committee Meeting.
5. Correspondence
6. Public Comment
7. Supervisor Response
8. Continuing / Pending Business
9. Sheriff's Department
 - Commendations
 - Review Jail Reports:
 - Average Daily Population
 - Jail Mental Health
 - Operation Fresh Start Reports
 - Jail Division Programming
 - FYI: Completion of Correctional Training and Evaluation Program: Deputy Siera Becker
 - FYI: Door County SmartReader Drug Testing Operating Agreement
 - FYI: Door County Pre-Trial Release Program Operating Agreement
 - Letter of Retirement: Robert Lauder – Field Services Lieutenant
 - Request to Refill: Field Services Lieutenant
 - Letter of Retirement: Mark Schwartz – Court Security Officer
 - Request to Refill: Court Security Officer
 - Consideration of New Position: Professional Standards Captain
 - Consideration of New Position: Mental Health & Community Engagement Deputy
 - Letting of 2021 Sheriff's Vehicles Bids
 - Letting of 2021 Sheriff's Fleet Maintenance
 - Review & Approve Sheriff's Office 2021 Department Budget
 - Emergency Services
 - FYI - Monthly Report
 - Review & Approve 2021 Emergency Services Budget
 - Emergency Management & Communications
 - Communications
 - FYI - Monthly Report
 - Review & Approve 2021 EM&C Department Budget
 - Emergency Management
 - Emergency Management Update
10. Request for Agenda Items for Next Month's Meeting
11. Review of Vouchers, Claims and Bills

In light of the declared state of emergency and to mitigate the impact of COVID-19 this meeting will be conducted by teleconference or video conference. Members of the public may join the meeting remotely or in-person in the Peninsula Room (C121) 1st Floor Government Center (please note public in-person has limited capacity and is on a first come, first served basis).

To attend the meeting via computer:

Go to:

<https://doorcounty.webex.com/doorcounty/onstage/g.php?MTID=ec5612a9e9f521c5b83ea6a8216dd8790>

Event Password: Sept14ps2020

To Connect via phone:

Call: 1-408-418-9388

Access Code: 146 270 2452

12. Next Meeting Date: October 12, 2020

13. Meeting Per Diem Code

14. Adjourn

Deviation from the order shown may occur

MINUTES
Monday, August 10, 2020

PUBLIC SAFETY
COMMITTEE

Door County Government Center
Chambers Room
421 Nebraska Street, Sturgeon Bay, WI

Oversight for Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Department

Call Meeting to Order

Chairman Joel Gunnlaugsson called the August 10, 2020 Public Safety Committee meeting to order at 1:00 p.m. at the Door County Government Center.

Establish a Quorum

Present: Joel Gunnlaugsson, Roy Englebort, Kara Counard, Megan Lundahl, Bob Bultman, and Alexis Heim-Peter. Laura Vlies-Wotachek appeared virtually.

Others present: Administrator Ken Pabich, ES Director Aaron LeClair, EM&C Director Dan Kane, Sheriff Tammy Sternard, Chief Deputy Patrick McCarty, Lieutenant Bob Lauder (appeared virtually), Lieutenant Kyle Veaser, and Administrative Assistant Diane Franklin.

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

Adopt Agenda / Properly Noticed

Motion by Englebort, seconded by Lundahl to adopt the agenda. Motion carried by unanimous voice vote.

Approve Minutes of July 13, 2020 Regular Public Safety Committee Meeting. Motion by Bultman, seconded by Englebort to approve the minutes of the July 13, 2020 Public Safety Committee Meeting. Discussion: Counard would like clarification to the sentence "Since our last meeting, Sternard states she has received requests from Madison, Brown County, Milwaukee and Sheboygan..." Sternard states she would have to look at her notes as to the dates. For clarification Counard would like "Since our last meeting" taken out, committee members agree. Motion carried by unanimous voice vote.

Correspondence – None.

Public Comment – None.

Supervisor Response – None.

Continuing / Pending Business

Sheriff's Department

- **Review/Approve: Resolution 20-_____ Approval of Gift, Grant and/or Donation to the Sheriff's Office – AAA Foundation for Traffic Safety Grant in the amount of \$7,054.40.** Sternard explains this grant will be used to purchase LED Flares for the Sheriff's fleet. Motion by Bultman, seconded by Heim-Peter, to accept the grant. Motion carried by unanimous voice vote. To send on to County Board.
- **Review/Approve: Resolution 20-_____ Approval of Gift, Grant and/or Donation to the Sheriff's Office – COPS Office Community Policing Development Micro Grant in the amount of \$30,000.** Sternard states at the beginning of this year she tasked Chief Deputy McCarty with forming a Wellness Committee. Sternard states she was made aware of this grant and Chief Deputy McCarty wrote the grant and Door County Sheriff's Office was the only office in the State of Wisconsin to receive this grant. Motion by Lundahl, seconded by Bultman to accept the grant. Motion carried by unanimous voice vote. To send on to County Board.
- ***Review/Approve: Resolution 20-_____ Approval of Gift, Grant and/or Donation to the Sheriff's Office - \$5,000 Donation by Reserve Deputy Gary Skinner for purchase of Reserve Division Squad.** Sheriff states many of the reserve assignments are for festivals that are in Northern Door. Gary Skinner would like to purchase the squad that would be going for auction during the normal replacement program. Normally we receive between \$4500 and \$5000 for a squad on auction. The

squad will stay in northern Door at the Sister Bay/Liberty Grove Fire Station. The Sheriff's Office would incorporate it into its fleet. Motion by Lundahl, seconded by Vlies-Wotachek to accept the \$5000 donation from Gary Skinner. Motion carried by unanimous voice vote. To send on to County Board.

- **Commendation: Deputy Robert LaViolette.** Reviewed.
- **Review: Voluntary Agreement By and Between the State of Wisconsin Department of Health Services, and Door County for Competency Restoration in the Door County Jail.** Sternard states this is the second year we are participating in this agreement. Participating in this agreement has improved the relationship between the WI Dept. of Health Services and the County in getting service much quicker. Assistant Corporation Counsel Behling has reviewed this.
- **Review Average Daily Population, Jail Mental Health and Operation Fresh Start Reports.** Reports reviewed.
- **FYI: Completion of Correctional Training and Evaluation Program: Deputy Selene Day and Deputy Aaron Quade.** Sternard states both deputies successfully completed the program, are off probation, and are considered regular employees.
- **Letter of Resignation: Bobbi Gilson – Security Deputy.** Sternard would like to thank Deputy Bobbi Gilson for her service to the county and wishes her the best.
- **Request to Refill: Security Deputy.** Motion by Englebert, seconded by Bultman, the request to refill the security deputy vacancy and all subsequent vacancies was approved. Motion carried by unanimous voice vote.

Emergency Services

- **FYI – Monthly Report.** EMS Director LeClair reviews report with committee.

Emergency Management & Communications Communications

- **FYI – Monthly Report.** EM&C Director Dan Kane reviews monthly reports with committee members.
- **Review/Approve: Baycom Contract.** Director Kane reviews contract with committee. Kane states the CATS Committee is recommending the 3-year contract. Motion by Heim-Peter to approve contract, seconded by Lundahl. Discussion: Heim-Peter would like to amend item #4 of the contract to read “January 1, 2021; and item #22 “Services Provided” to add “provide annual report of service rendered” to the contract. Heim-Peter would like the language in the resolution to state where the funds are coming out of now and in the future. Motion carried by unanimous voice vote. To send on to Finance.
- **FYI – Communication Study.** Kane states the Door/Kewaunee dispatch study was suspended on July 22, 2020 due to conflicts. Kane states with the work that was already done, the county could still move forward with looking into connecting fibers between the two counties. Len Koehnen will restart the study to determine tower coverage in the county. Motion by Heim-Peters, seconded by Lundahl, the committee supports the modification to the scope of the work to include the coverage analysis. Motion carried by unanimous voice vote.

Emergency Management COVID19 Update

EM&C Director Kane states:

- As of August 10, 2020 Door County has 105 positive tests.
- Recovery Task Force continues to meet
- Door County Memorial Hospital in talks about opening a COVID19 community testing site

Flooding

- EM&C Director Kane states he has received a check from the WI Disaster Relief Fund in the amount of \$10,984.95 for the Town of Union from past storms and is working to get relief funds for the Town of Clay Banks.

Request for Agenda Items for Next Month's Meeting.

Review of Vouchers, Claims and Bills Reviewed.

Next Meeting Date

Special Meeting – August 18, 2020 at 11:00 a.m.

Regular Meeting – September 14, 2020 at 1:00 p.m.

Meeting Per Diem Code

911

Adjourn

Motion by Lundahl, seconded by Englebert to adjourn. Motion carried. Time 1:50 p.m.

Respectfully submitted by Diane Franklin, Administrative Assistant

MINUTES
Tuesday, August 18, 2020

PUBLIC SAFETY
COMMITTEE
Special Meeting

Door County Government Center
Chambers Room
421 Nebraska Street., Sturgeon Bay, WI

Oversight for Emergency Services Department, Emergency Management & Communications Department, and Sheriff's Department

Call Meeting to Order

Chairman Joel Gunnlaugsson called the August 18, 2020 Public Safety Committee meeting to order at 11:17 a.m. at the Door County Government Center.

Establish a Quorum

Committee Members present: Joel Gunnlaugsson, Roy Englebert, Kara Counard, Megan Lundahl, Bob Bultman, Alexis Heim-Peter, and Laura Vlies-Wotachek.

Others present: Supervisor Susie Kohout, Administrator Ken Pabich, Sheriff Tammy Sternard, Chief Deputy Patrick McCarty, CC Grant Thomas, HR Director Kelly Hendee, and County Clerk Jill Lau.

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

Virtual attendance: McGrath Consulting Group – Ron Moser, and Malayna Halvorson Maes, and Public.

Adopt Agenda / Properly Noticed

Motion by Vlies Wotachek, seconded by Lundahl to adopt the agenda. Motion carried by voice vote.

Sheriff's Department

Review: Staffing Analysis & Optimization Study for Door County Sheriff's Office

Administrator Pabich noted the attempt today is to accomplish a presentation by McGrath, followed by questions for the consultants to be answered, followed by discussion by Committee Members and Staff. Malayna Halvorson Maes and Ron Moser, McGrath Consulting Group, Inc., presented the Staffing Analysis and Optimization Study which was distributed to Committee Members previous to the meeting. The study was also posted on the County website under County Board Reports & Misc. Mr. Moser reviewed the scope of the study and the major recommendations coming out of the study which included hours of work, schedule adjustments, shift changes, zone map adjustments, creation of Professional Standards Division, recruitment efficiencies: Civil Service elimination, vacancy approval, two recruitment tracks, countywide policy under the authority of the HR Director. Questions for the consultants followed which included clarification of Phase I and Phase II recommendations, 12-hour shifts, additional staffing recommendations, schedule/hours/staffing, employee surveys, hiring process of jail and patrol, part I crime, deputy interaction related to calls.

Supervisor Vlies Wotachek was excused from the meeting at 12:14 p.m.

The Committee recessed at 12:16 p.m. and reconvened at 12:29 p.m.

Sheriff Sternard distributed and presented a condensed overview of the study. Sheriff Sternard presented a 3-phase approach with Phase I beginning in 2020 and through 2021, Phase II - 2022, and Phase III - 2023. Phase I would include creating and hiring a Professional Standards Captain and a Mental Health & Community Engagement Deputy, implement Civil Service and Human Resource related recommendations, begin working through recommendations that can be implemented without CBA implications and/or no fiscal impact, and beginning conversations with the Bargaining Unit regarding recommendations.

Supervisor Vlies Wotachek returned at 12:40 p.m.

Sheriff Sternard reported Deputy Bob Lauder will be retiring at the end of the year. Reorganization of the Sheriff's Office could coincide with the retirement. Job descriptions creating a Captain – Professional Services position and a Mental Health and Community Engagement Deputy position were included in the hand-out and were reviewed. Information in the handout also included a new organizational chart and anticipated costs of creating the two positions which was reviewed. Sheriff Sternard noted Southern Door Schools has applied for a grant and has asked the Sheriff's Office to partner if the grant is received in the hiring of a very similar

position to the mental health and community engagement deputy position; this will be discussed further if the grant is awarded. The grant is for three years. It is unknown at this time if the grant will be awarded. Discussion regarding the position of a Mental Health and Community Engagement Deputy. Discussion of the primary function of the position. Discussion of adding resources to Human Services versus the Sheriff's Office; what makes the most sense with limited resources. It was suggested the essential job functions include more mental health duties than law enforcement duties. At the September Public Safety committee meeting the budget will be reviewed along with the proposals for the two positions and the fiscal impact related to the positions. If the Committee is interested in pursuing the positions the decision would come at the September meeting.

Sheriff Sternard noted the decision to eliminate the Civil Service Commission is a decision of County Administration and County Board and not a Sheriff's decision. The Study recommended eliminating the CSC. Administrator Pabich explained the Civil Service Commission recommendations would continue to be reviewed.

Administrator Pabich noted County Staff could begin to organize for negotiations with the Bargaining Unit.

Further discussion will be held at the September 14th committee meeting.

Meeting Per Diem Code

818.

Adjourn

Motion by Englebert, seconded by Bultman to adjourn. Motion carried. Time 1:32 p.m.

Respectfully submitted by Jill M. Lau, County Clerk

From: PABICH, KEN
Sent: Tuesday, September 1, 2020 3:26 PM
To: LAU, JILL <jlau@co.door.wi.us>
Subject: FW: Door County Sheriff's Office Budget - Please Read At Next Meeting

Communication for Public Safety

KEN PABICH | COUNTY ADMINISTRATOR
Door County Administrator's Office | 421 Nebraska Street | Sturgeon Bay, WI 54235
920-746-2552 | Website: www.co.door.wi.us | Email: kpabich@co.door.wi.us

From: Anya Kopischke <anyakopischke.ak@gmail.com>
Sent: Thursday, August 27, 2020 9:27 AM
To: County Administrator <CountyAdministrator@co.door.wi.us>
Subject: Door County Sheriff's Office Budget - Please Read At Next Meeting

Dear Ken Pabich,

My name is Anya Kopischke and I am emailing to provide my input with regards to the upcoming reevaluation of the Door County Sheriff's Office budget. I request that this letter be read at the next meeting.

In regards to recent (and ongoing) events, I believe it is imperative that Door County take a stand on what policing can and should be on a local level. I think that here in Door County, we could take advantage of the opportunity that comes with being a small and relatively safe community to reimagine how we can conduct policing in the future. The majority of 911 calls in this county are hang-ups, and another large portion are reports of suspicious activity, which is almost always either the result of or a cause of racial profiling. By not actively attempting to eliminate the causes for the issues with policing and racial profiling that plague our nation, who are we to say that it couldn't become a larger problem in the future, as we've seen tragically play out in Kenosha. As a county, we must take a proactive and preventative approach to policing, so we can make sure we do not see the further brutalization of minorities.

We have normalized a system of policing that takes far too much responsibility. Police officers just aren't qualified to deal with all that they are expected to deal with. After my meeting with **Sheriff Tammy Sternard**, she agreed that many of her officers did not feel equipped to deal with mental health or domestic abuse calls. We have organizations in Door County that *are* well equipped to deal with these calls, for example, **Help of Door County**, that could benefit from additional funds and resources. We must look at why crimes take place in the first place, rather than how we can deal with them after lives are lost or property is stolen or damaged. Increased funding to mental health and addiction resources would undoubtedly be a large step in preventing crimes before they happen.

Furthermore, I want to discourage taking this opportunity to increase the funding of our Sheriffs department in the name of "reform." Numerous studies have shown that body-cameras do little to prevent police brutality, and money spent on anything other than training is not only a waste of taxpayers dollars but also a harmful message to send to our community.

By supporting the status quo in Door County, we would not be condemning a system of policing in the

U.S. in which Black people are constantly terrorized without punishment. We have a chance to bring about real changes in how we can make our system of law enforcement less punitive, and more rehabilitative.

Cordially,
Anya Kopschke

--

xoxo

anyakopischke.com



STURGEON BAY POLICE DEPARTMENT



The mission of the Sturgeon Bay Police Department is to serve, protect and work in partnership with the community to ensure a safe, nurturing environment.

Sheriff Tammy Sternard:

I am writing this letter in support of your proposal to add a Mental Health and Community Engagement Deputy to your staff.

Mental illness affects many American families and Door County is no exception. Addressing this issue is vital to promoting the health of our county. It is not an exaggeration to say that nearly a quarter of all calls for service to the Sturgeon Bay Police Department involve some aspect of mental health. Law Enforcement professionals are not mental health professionals but the trend to train them in Behavioral Health has become a nationwide initiative.

It is time to move beyond the stereotypes and negative attitudes and towards solutions that improve mental health systems. The position of a trained Mental Health and Community Engagement Deputy (MHCED) at the Door County Sheriff's Office makes perfect sense for several reasons.

Increasingly, law enforcement is called on to be the first, and often the only, responder to calls involving people experiencing a mental health crisis. As a result, law enforcement as a whole, experience frustration and trauma as they encounter the same familiar faces over and over again, only to witness the health of these individuals deteriorate over time. Additionally, these calls can be among the most complex and time consuming for law enforcement. By utilizing trained standards, a well-trained MHCED on scene can diffuse and minimize any harmful or potentially dangerous behavior and will increase safer outcomes for both the deputy and person in crisis and may even help reduce the amount of custody time.

The MHCED will mitigate the increasing demands on patrol resources and will further supplement our response with a specialized approach to provide services to people with mental illness.

The positive relationships built over time between law enforcement and the community will be the direct result of community partnerships and outreach.

Law Enforcement understands there is a need for greater collaboration. It is time for law enforcement, mental health providers, consumers, and advocates to enter into a longstanding partnership and work collaboratively in order to improve services to those with mental illness.

421 Michigan Street. Sturgeon Bay, WI 54235
Phone: 920-746-2450 Fax: 920-746-2453
www.sturgeonbaypolice.com

Society has told us that our current way of doing business is broken and it has been for many years. To address these challenges, we need a comprehensive, agency-wide approach.

Implementing your proposal is an important step to improve responses to people who have mental health needs.

Sincerely,

A handwritten signature in black ink that reads "Arleigh R. Porter". The signature is written in a cursive, flowing style.

Chief Arleigh R. Porter
Sturgeon Bay Police Department

Shore Counseling & Consulting Clinic
Outpatient Mental Health Services
Milwaukee, Wisconsin

August 17, 2020

Chief of Police & Sheriff's Department
Door County Sheriff's Department
1201 S. Duluth Avenue
Sturgeon Bay, WI 54235

Dear Chief:

I wish to share a quick note of respect and appreciation regarding a recent interaction with an officer in your Department. On August 11, 2020, I was stopped by **DEPUTY MATTHEW TASSOUL** for a traffic violation in Egg Harbor.

During these difficult times for law enforcement officers, I observed Deputy Tassoul interaction as absolutely professional and respectful during our encounter. My young daughter was in the car and surprised me on how frightened she was of a police officer (it was her first encounter). I believe it is important for you to know that his conduct demonstrated to an impressionable adolescent that our police representatives are individuals of character and appropriate intent. His professional presentation was certainly appreciated by me, and even more importantly served as a role model in our community.

I had made a mistake but was treated without malice or shame. It was a reminder for us all the difficult work your Deputies must encounter frequently. Thank you for your efforts in developing the skills and temperament that Deputy Tassoul demonstrated during our interaction.

Best wishes for your Department's safety and future success.

Sincerely,



Thomas Troast, PhD, LPC
CEO / Psychotherapist
Shore Counseling & Consulting Clinic
Phone: (414) 861-0679

In the early hours of Aug 26, My husband and I
were awakened to a knock on our door
from 2 of your deputies to notify us that our
yoton had been stolen out of our driveway
by someone who fled on foot off the highway
It was a startling moment in our otherwise
very quiet neighborhood. I wanted to thank
the deputies - one left before I caught the
name, however Deputy Nathan Guilette stayed
on with us to explain what happened and
ask questions. Thankfully - due to his keen eyes,
they were able to catch the guy in our
yoton on the west side of the Brussels Hill.
Aside from some minor front-end damage -
really not in bad shape at all, we are so grateful
he noticed the vehicle pulling out of our
driveway across a farm field and driving
through ditch. And thankfully was able to safely
pursue it.

While the vehicle being stolen is one thing -
the sense of safety and security being taken
is another. But I must say, over the years
I have noticed a consistent presence of your
deputies out and about in our area (also helps
that the county shop is right there) and we do
still feel safe and secure knowing that one
of your staff is usually patrolling our area.

Thank you from the bottom of my heart to
Deputy Guilette for being so great and
caring. I know its probably in a days work,
but his calm demeanor in our moment of shock

was really appreciated. I wish him, and
all of your staff safety as they set out
each day to protect our community.
Please know how much each one of you
are appreciated and cared about!

Hallmark

Sincerely,
Mike & Erin Shortall
(East side of Brussels Hill!!!)

NOY ENVELT

Deputy Nathan Guilette
Deputy Bryan Geisel

MADE WITH PAPER FROM
WELL-MANAGED FORESTS
MADE IN CHINA

DOOR COUNTY JAIL DAILY POPULATION INFORMATION AUGUST 2020

Date	Daily Head Count	Gender		Huber Inmates	# of boarders			# on EMP or home monitor
		# of male	# of female		Kewaunee	Manitowoc	DOC Sanction	
1	51	45	6	16	0	1	1	1
2	53	47	6	16	0	1	1	1
3	52	46	6	16	0	1	1	1
4	50	44	6	16	0	1	1	1
5	48	41	7	16	0	1	1	0
6	50	43	7	16	0	1	1	0
7	50	42	8	16	0	1	1	0
8	51	43	8	16	0	1	1	0
9	52	44	8	16	0	1	1	0
10	53	45	8	16	0	1	1	0
11	50	43	7	15	0	1	1	0
12	51	43	8	15	1	1	1	0
13	50	43	7	15	1	1	1	0
14	50	42	8	15	1	1	1	0
15	52	43	9	15	1	1	1	0
16	53	42	11	15	1	1	1	0
17	52	43	9	16	1	1	1	0
18	49	42	7	16	1	1	1	0
19	50	43	7	16	1	1	1	0
20	51	43	8	15	1	1	1	0
21	50	42	8	13	1	1	1	0
22	51	43	8	13	1	1	1	0
23	56	47	9	15	1	1	1	0
24	60	49	11	15	1	1	1	0
25	57	48	9	15	1	1	1	0
26	54	44	10	15	1	1	1	0
27	54	44	10	15	1	1	1	0
28	55	45	10	15	1	1	1	0
29	56	46	10	15	1	1	1	0
30	57	45	12	16	1	1	1	0
31	59	47	12	16	1	1	1	0
Avg	52	44	8	15	1	1	1	0

Total Monthly Bookings:	<u>67</u>
Year to Date Bookings:	<u>418</u>
Previous Year to Date Bookings	<u>597</u>
Year to Date ADP:	<u>53</u>
Previous Year to Date ADP:	<u>83</u>
Year to Date DC Jail ADP:	<u>43</u>
Previous YTD DC Jail ADP:	<u>58</u>

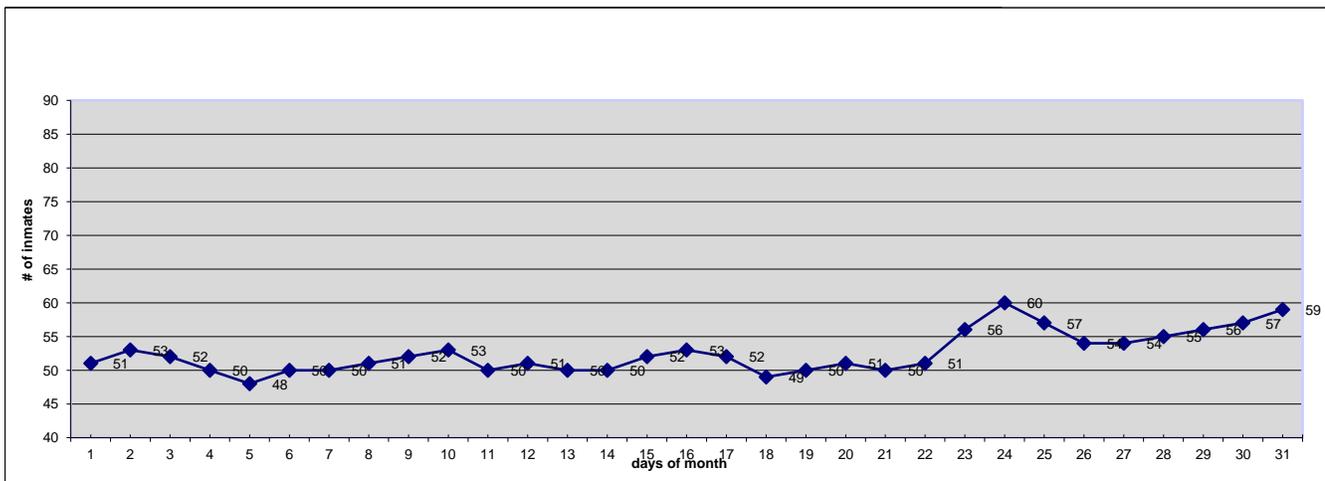
Definitions:

Daily Head Count - TOTAL number of inmates in the facility at a given time daily

Gender - Number of male and female inmates housed in the facility at time of daily head count, **does** include out of county inmates

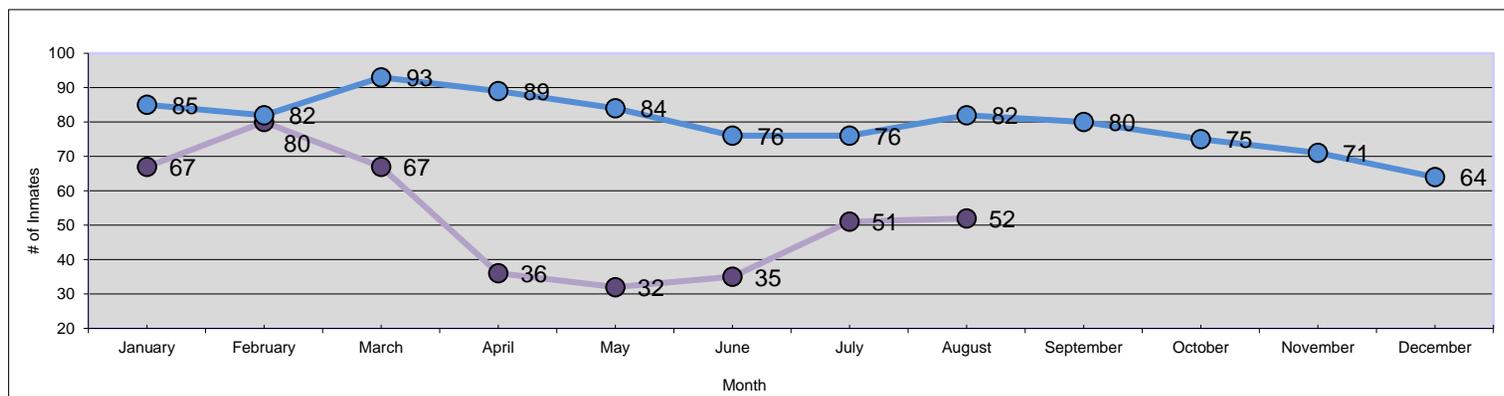
Boarders - Inmates housed in the facility from other jurisdictions (county, state, federal)

EMP or Monitor - Number of persons serving jail time under alternative methods, such as home detention or electronic monitoring.



DOOR COUNTY JAIL DAILY POPULATION INFORMATION 2020

Month	Daily Head Count 2020	Daily Head Count 2019	Gender		Huber Inmates	# of Boarders			# on EMP or home monitor	DC Jail Inmates
			# of male	# of female		Kewaunee	Manitowoc	DOC Sanctioned		
January	67	85	59	8	16	0	8	5	3	51
February	80	82	70	10	16	1	12	9	4	54
March	67	93	56	11	9	1	3	10	5	48
April	36	89	32	4	0	0	1	1	3	31
May	32	84	30	2	0	0	1	0	2	29
June	35	76	33	2	1	0	1	0	3	31
July	51	76	45	6	14	0	1	0	3	47
August	52	82	44	8	15	1	1	1	0	49
September		80								
October		75								
November		71								
December		64								
AVERAGE	53	80	46	6	9	0	0	3	3	43



Mental Health YTD Statistics 2020

	TOTAL INMATES SERVED	AODA	MENTAL HEALTH	COMBINED MENTAL HEALTH/AODA	TOTAL CONTACTS	EMERGENCY DETENTIONS	SAFETY OBSERVATIONS	AODA GROUP	TELE-PSYCH	REFUSALS
JANUARY	60	26	3	31	154	0	3	24	2	2
FEBRUARY	62	26	0	36	200	0	3	23	3	3
MARCH	47	20	8	19	174	0	1	26	5	0
APRIL	21	5	2	14	124	1	0	0	4	0
MAY	25	7	2	16	127	0	1	0	8	1
JUNE	29	9	2	18	117	0	1	5	4	1
JULY	35	12	4	19	134	0	2	0	2	1
AUGUST	38	13	5	20	149	0	2	3	3	0
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
YTD TOTALS	317	118	26	173	1179	1	13	81	31	8

Terms Defined:

Total Inmates Served: Number of individual inmates seen by mental health provider.

AODA: Inmate seen for exclusively Alcohol and Other drug related issues.

Mental Health: Inmate seen for exclusively Mental Health related issues.

Combined: Inmate seen for a combination of Alcohol/Drug and Mental Health issues.

Total Contacts: Inmates may be seen more than once, each visit is recorded as one contact.

Emergency Detentions: Inmates who were transferred to an outside mental health agency for evaluation on an (EM-1) based on he/she presented an imminent risk to himself/herself or others.

Safety Observations: Inmate was assessed for suicide/self-harm and placed on a safety observation in-house.

AODA Group: Number of inmates participating in Alcohol and Other Drug Addiction Program.(Based on Smart Recovery Format- Inside Out)

Refusals: Inmates who either submitted a request to see mental health, staff referrals, nurse or physician referrals and inmates in segregation who refused services offered by mental health worker.

Operation Fresh Start YTD Statistics 2020

	ENTERED PROGRAM	INTERVIEWED INELIGIBLE	ACTIVE PARTICIPANTS	INTERACTIONS WITH PARTICIPANTS	DAYS CREDITED	HUMAN SERVICES INTERACTION	COMMUNITY RESOURCE INTERACTION	PROGRAM COMPLETION	WAITING LIST
JANUARY	4	0	10	140	18	28	18	0	0
FEBRUARY	4	0	13	182	35	0	32	2	0
MARCH	0	0	9	98	0	0	8	0	0
APRIL	0	0	9	25	0	0	0	0	0
MAY	0	0	9	10	0	0	0	0	0
JUNE	0	0	5	10	0	0	0	0	0
JULY	4	0	4	21	3	0	12	0	0
AUGUST	0	0	2	22	25	0	0	1	0
SEPTEMBER									
OCTOBER									
NOVEMBER									
DECEMBER									
YTD TOTALS	12	0		508	81	28	70	3	0

7 of 9 participants furloughed due to pandemic in April.

7 of 9 participants furloughed due to pandemic in May.

1 participant released May 1. 1 participant remaining.

Terms Defined:

Entered Program: Program participants

Interviewed Ineligible: Individuals interviewed who did not meet the criteria for OFS

Active Participants: Current month active participants

Interactions with Participants: Total interactions with Program Administrator

Days Credited: Sentence reduction per participant

Human Services Interaction: Total interactions with Health & Human Services

Community Resource Interaction: Total interactions with Help of Door County; Job Service of Door County; Probation & Parole; etc

Program Completion: Participants who have completed the 7 program modules



Mental Health & Drug Addiction

I N W I S C O N S I N J A I L S

S C O P E , C O S T S &
S O L U T I O N S *

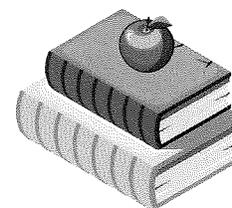
—Grant County Sheriff Nate Dreckman, BSSA 1st Vice-President

At any given time, Wisconsin jails house between 12,500-13,000 inmates in 71 counties. Over the past five years, this number has fluctuated, with a low in 2015 of 12,300. In 2020, COVID-19 changed the jail inmate population, as the court systems shut down for some time. Even as inmate populations fluctuate over time, the one thing that does not change is the enormous volume of inmates who

enter county jails with substance abuse and mental health issues.

In Grant County, they surveyed inmates, after they had been in the facility for about a week, to see what their mental health needs might be and found out that 60% of them had some form of mental health issue. Pepin County Sheriff Joel Wener stated, “We found that 80% of the inmates entering the jail with substance abuse charges are also facing

“Wisconsin must continue to work with county boards and county executives, as well as other county agencies and the state, to try and develop solutions. The solutions range from providing treatment, counseling, and other jail reentry programs to help stem the tide of recidivism.”



significant mental health problems. Things such as depression, anxiety, bi-polar disorder, schizophrenia, as well as suicidal tendencies are exacerbated by illegal drug use or self-medication.” Jail populations across Wisconsin – and the country – contend with similar issues.

Looking at this data, it is clear that jails in Wisconsin are facing a mounting problem. How do jails deal with the high number of inmates with mental health and substance abuse issues? What are the costs to the counties?

Many jails have been innovative in their approach in dealing with this issue. In Rock County, a screening tool was developed that allows staff to identify issues an inmate may be experiencing. The screening starts with the transporting officer and extends through the booking process and beyond. The method includes questionnaires, face-to-face assessments, and referral to various programs. Critical to their success, Rock County has the availability of a licensed clinical therapist, 24/7 jail nursing staff, and a multi-disciplinary program targeting education, mental health and addiction, and restorative justice needs of inmates.

The challenge becomes that not all county jails have the ability or financial resources to develop such programs within their facilities. For example, with an average inmate population of 43 in 2019, Grant County expended over \$150,000 for inmate medical and mental health care.

In various parts of the state, it is often difficult to find resources to help facilitate these types of treatment options. Pepin County experienced this

recently, when it took almost 12 months to find someone to provide mental health services required under the Wisconsin Department of Corrections regulations.

Another challenging factor is the change in drug usage. Law enforcement and substance abuse counselors have been dealing with the opioid crisis over the past several years, and with that was the start of some promising treatment options, such as MAT (medication-assisted treatment) programs. Unfortunately, there has been a shift in drug usage from opioid-based drugs (heroin, prescription narcotics, etc.) to methamphetamine (Meth). The Langlade County jail, like many others, has experienced an increase in the number of inmates reporting Meth usage, which results in new medical concerns. The change has rendered new problems for county jails, not the least of which is finding available treatment.

What does the future hold for county jails dealing with mental health and substance abuse?

Wisconsin must continue to work with county boards and county executives, as well as other county agencies and the state, to try and develop solutions. The solutions range from providing treatment, counseling, and other jail reentry programs to help stem the tide of recidivism. It not only applies to substance abuse, but we must find ways to assist with mental health in the long term.

The Sheriffs in Wisconsin stand ready to help, provide input, and drive initiatives to curb people with mental health and substance abuse issues coming into county jails. ♦

**Data provided by: Rock County Sheriff Troy Knudson, Pepin County Sheriff Joel Wener, Langlade County Sheriff Mark Westin*

Door County Sheriff's Office- Jail Division Programing

<u>Programming</u>	<u>Instructor</u>	<u>Hours per Week</u>	<u>Paid/Volunteer</u>
Operation Fresh Start	Rene' Beth Domask, LPC	16 Hours/Week	Paid/Wellpath Contract
	David Winter	2 Hour/Week	Volunteer
	Amanda LaRoche	.5 Hour/Week	Paid/Job Center
	Edward DiMiao	1 Hour/Week	Paid/Help of Door CTY
	Milly Gonzales	1 Hour/Week	Paid/Help of Door CTY
	Chelsea Dantoin	1 Hour/Week	Paid/Door County
AODA	Rene' Beth Domask, LPC	8 Hours/Week	Paid/Wellpath Contract
Mental Health	Rene' Beth Domask, LPC	16 Hours/Week	Paid/Wellpath Contract
GED NWTC	Jacquelyn J. Huisman, EdD	5 Hours/Week	Paid/Grant
	Elizabeth "Betsy" Baier	5 Hours/Month	Paid/Grant
Centering Breath	Edward DiMiao	1.5 Hours/Week	Volunteer
Journaling Poets	Edward DiMiao	1.5 Hours/Week	Volunteer
Building Strong Families	Annie Lampert	1.5 Hours/Week	Volunteer
Healthy Relationships	Milly Gonzales	1.5 Hour/Week	Volunteer
Non-Denominational Services	Pastor Mark Engelbert	3 Hours/Week	Volunteer
Male Lutheran Services	Varies	1 Hour/Week	Volunteer
Female Lutheran Services	Varies	1 Hour/Week	Volunteer
Catholic Services	Varies	1.5/Week	Volunteer
Male AA	Mike Healy	1 Hour/Week	Volunteer
Female AA	Mike Healy	1 Hour/Week	Volunteer



DOOR COUNTY
SHERIFF'S OFFICE

TAMMY A. STERNARD, SHERIFF
Patrick McCarty, Chief Deputy
Robert Lauder, Patrol Lieutenant
Kyle Veeseer, Jail Lieutenant

Integrity – Professionalism – Fairness – Teamwork

Wednesday, August 12, 2020

Siera Becker
249 Thorn St. #6
Sturgeon Bay, WI 54235

Dear Siera,

On behalf of the Door County Sheriff's Office we would like to take this opportunity to congratulate you on your successful completion of the Corrections Training and Evaluation Program effective 08-12-2020. The main goals of the training program are to help prepare you for a rewarding, safe and honorable career in law enforcement. I hope you found the program to be beneficial and helpful to your law enforcement career. We would encourage you to continue to work hard, learn and grow as an officer. We are certain that your talents and skills will prove to be an asset to our department and community.

Respectfully Submitted,

Sheriff Tammy A. Sternard

Lt. Kyle C. Veeseer



ADL Monitoring Solutions LLC
Door County SmartReader Drug Testing
Operating Agreement

I. Parties

This agreement is made on September 1, 2020 and effective for one year, 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, or Designee, whose principal business address is 2475 University Ave, Suite A, Green Bay, WI 54302.

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

II. Standard Programs to be Provided

ADL will provide a per cup price that includes the SmartReader, Criminal Justice monthly fee, the cup and all shipping.

- Instant drug cups compatible with the SmartReader
 - 18 panel test - \$7.46/cup
 - 12 panel test - \$6.96/cup
- 1 SmartReader (tablet)
 - Upgrades are included
 - Repairs not caused by human damage are covered
 - Replacement cost due to breakage is \$350.00
- Confirmation testing
 - See addendum for rates

ADL Monitoring Solutions Lab Pricing through Norchem/Cordant

DRUG	PANEL#	USPS			
ENHANCED ADULTERATION PANEL	55.1	\$6.50			
6AM	1602	\$21			
Meth/Amphetamines	1612	\$21			
BARBITURATES	1613	\$21			
BENZODIAZEPINES	1614	\$21			
COCAINE	1615	\$21			
METHADONE	1616	\$21			
OPIATES	1618	\$21			
PCP	1619	\$21			
Propoxyphene	1620	\$21			
THC/CANNABINOIDS	1621	\$21			
MDMA	1622	\$21			
ETG	1629	\$21			
Tramadol	1683	\$21			
Buprenorphine/Suboxone	1684	\$21			
Fentanyl	1686	\$21			
OXYCODONE	1687	\$21			
Designer Stimulant Panel	3601	\$33			Plus \$33 per drug confirmed
SPICE/K2	3701	\$33			
Bupropion/Wellbutrin	14111	\$43			
GABAPENTIN	16402	\$48			
Steroid	1100	\$250			
Affidavit Packet			\$20.00		
Litigation Package			\$50.00		
Court Cost			\$100 per hour not to exceed \$500 plus travel		



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 September, 2020, 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 2475 University Ave, Suite A, Green Bay, WI 54302.

The County's employee responsible for Administration of the agreement will be Lieutenant Kyle Veesser 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 11:00PM 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 the Administration Fee of \$70.00 plus 1 week of the designated program(s) below at the time of installation. Payments thereafter will be expected to be made weekly.

- Administrative Fee - \$70.00
 - Applicable to all devices at hook up
- Single device – \$90.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$82.50/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$75.00/7 days
- Two devices - \$125.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$117.50/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$110.00/7 days
- Standard Drug patch - \$90.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$85.00/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$75.00/7 days
- Opiate Panel Drug patch - \$130.00/7 days
 - 125% - 200% of the Federal Poverty Level Guidelines
 - \$125.00/7 days
 - < 125% of the Federal Poverty Level Guidelines
 - \$115.00/7 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.

Sheriff Tammy Sternard
Door County Sheriff's Department
1201 South Duluth Ave.
Sturgeon Bay, WI 54235

Dear Sheriff Sternard,

This letter is to inform you that I have made the difficult decision to retire. My last day of employment with the Door County Sheriff's Department will be Wednesday, December 23, 2020.

I am incredibly proud of my 20+ -year career with the Sheriff's Department and the work we do to serve and protect our community. I am grateful for the experiences and opportunities I have been afforded to advance my Law Enforcement career. I owe this in part, to the many great mentors I have had the opportunity to work with and learn from over the years.

I look forward to enjoying retirement. I am providing this notice as early as possible in an effort to provide a smooth transition for the department and its deputies.

Sincerely,

A handwritten signature in black ink that reads "Bob Lauder". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Lieutenant Bob Lauder

Door County Human Resources Form #: 2015-04	Title: Request to Refill Position
Date Created 02/06/2020	Date Revised 01/31/2020
Please reference the most current copy of the Door County Employee Handbook and Administrative Manual.	

DEPT. HEAD TO COMPLETE:

Department Sheriff's Office Position Title: Field Services Lieutenant & all Subsequent

Position Status: Currently vacant Will be vacant Date Vacant: December 24th, 2020

Full Time Part Time New position Hours per week: 2080 Annually

Reason for Vacancy: Termination Transfer Retirement Resignation

Transfer: why is the new position more attractive to employee than current one? _____

Name of Current / Most Recent Incumbent: Robert Lauder

Reviewed, updated, and submitted to Human Resources:

Job Analysis Questionnaire (not to be included in the agenda packet)

Job Description

Completed by: Tammy Sternard Date 08-19-2020

Financial Information:

Salary Range: \$33.64 - \$44.21 Hourly Is the Position Budgeted: Yes No

Funding Source: Levy % 100 Grant Funded % _____ Other _____ % _____

Fiscal Impact, from Finance Department, completed and attached

HR TO COMPLETE:

EEO Professional FLSA Status Exempt

Human Resources has performed a position review? [Signature] (HR initial) 8/19/2020 Date

The Job Description has been updated and signed? [Signature] (HR initial) 8/19/2020 Date

Approvals:

County Administrator [Signature] Date 9-8-20

Administrative Committee Chair _____ Date _____

County of Door Sheriff's Office

Division:	Title: Field Services Lieutenant	Date Created: 08/25/2020
Report To: Chief Deputy	Prepared By: Sheriff Sternard	Date Revised:
Pay Grade: M	Reviewed By: Kelly Hendee	Date Approved:
FLSA Status: Exempt	Employee Group: GME	EEO Code:

General Summary

The Field Services Lieutenant performs a variety of tasks that include planning, directing, coordinating, and assisting Sergeants and line staff in the daily activities of the Office. In the absence of the Sheriff and Chief Deputy, the Lieutenant may assume command of the Door County Sheriff's Office. Provide accurate and truthful verbal and written statements.

Duties and Responsibilities

Essential Job Functions

1. Coordinate and provide department training programs; includes record keeping, reporting, evaluating and recommending specific training for individuals and groups of employees.
2. Supervise Sergeants in Patrol, Investigative, and Jail (in the absence of the Jail Lt.) divisions; establish employee objectives, and perform supervisory employee performance evaluations.
3. Development of daily and long range planning of the department for Sheriff and Chief Deputy.
4. Participate in the hiring and promotional processes of department staff.
5. Effectively recommend and may take necessary disciplinary action on subordinate personnel. (Must notify superior prior to any disciplinary suspensions.)
6. Provide administrative assistance and coordination to division Patrol and Investigative Sergeants (Jail Sergeants in the absence of Jail Lieutenant).
7. Coordinates Reserve Deputies, responsible as liaison to Washington Island police department.
8. Conducts internal investigations.
9. Prepares and maintains department staff schedules for Patrol and Investigative divisions, processes requests for time off.
10. Handles citizen complaints as applicable. Receives public at counter when required.
11. Conduct staff meetings and briefings, keeps department staff informed on interdepartmental information.
12. Prepares required and requested reports; submits to appropriate person/agency in timely manner.
13. Available on a 24-hour basis to supervise and conduct investigations and coordinate departmental efforts at the scene of serious crimes or fatal accidents and assumes much of the responsibility unless otherwise directed by the Sheriff.
14. Third in command of the Sheriff's Office. In the absence of the Chief Deputy or Sheriff assumes responsibility and decision making authority. Creates, maintains, and modifies Agency General Orders and Directives to ensure compliance with law enforcement best practice standards.
15. Organizes, distributes, and delegates work to subordinates fairly and impartially. Provides clear and appropriate direction to employees. Provides training and coaching to subordinates. Ensures that staff has the resources and flexibility to perform, improve, and

County of Door Sheriff's Office

learn in their jobs. Keeps open communication with subordinates, listens to them, and provides feedback. Positively motivates, mentors, and leads employees. Provides appropriate and timely performance evaluations for all subordinates.

16. Makes sound decisions based on General Orders, Directives, and past practices. Completes assignments independently and without close supervision. Isolates and identifies problems, evaluates alternative courses of action, makes logical decisions, employs good judgement, `

General Job Functions

1. Assists in systematic General Order, Directive, policy and procedure review, ensuring proper updating, maintenance, and archiving occurs.
2. Assists with preparing the division budget, and makes evaluations, suggestions, and recommendations regarding immediate and long-range fiscal plans.
3. Functions within the command post and assists during major incidents.
4. Serves as the Sheriff's Office liaison on special committees or community groups.
5. Proactively ensures Agency member compliance with professional standards on an annual basis.
6. Coordinates and supervises specialized unit or team operations as assigned.
7. Performs all other related duties as assigned by the Sheriff or designee.

Work Relationships

1. Reports to the Chief Deputy.
2. Directly supervises Patrol Sergeants, Investigative Sergeant, and individuals assigned to the Field Services Division.
3. Works closely with the all divisions of the Sheriff's Office, and interacts regularly with other criminal justice professionals and members of the community.

Requirements

Training and Experience

1. Meets the entry level requirements of a Patrol Deputy, to include certification as a law enforcement officer in accordance with the Wisconsin Law Enforcement Standards Board.
2. Five (5) years or more of current full-time law enforcement patrol experience.
3. Advanced education in the field of law enforcement preferred.

Knowledge, Skills, and Abilities Required

1. Considerable knowledge of law enforcement best practices and their applicability to the Agency.
2. Knowledge of Sheriff's Office General Orders, Directives, and procedures.
3. Knowledge of Wisconsin State Statutes as they relate to police work and citizen's rights.
4. Knowledge of Agency special teams and their function within the Sheriff's Office.
5. Ability to apply Sheriff's Office General Orders, Directives, and procedures to unique or unusual situations.
6. Ability to supervise and motivate subordinates.
7. Ability to manage multiple incidents concurrently.
8. Ability to communicate effectively orally and in writing.
9. Ability to meet regular and predictable attendance standards.

Physical & Working Conditions

1. Ability to meet the physical, emotional, and psychological qualifications of a law enforcement officer.

County of Door Sheriff's Office

2. Regularly required to perform certified law enforcement officer duties to include performing traffic stops, responding to high-risk calls, crowd control, and all other law enforcement related activities.
3. Ability to function in situations which may rapidly change from those encountered during routine patrol operations to those which are emergencies and highly stressful.

In an effort to provide for continuity of County government and to cope with the problems of the emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec. 323.14, Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

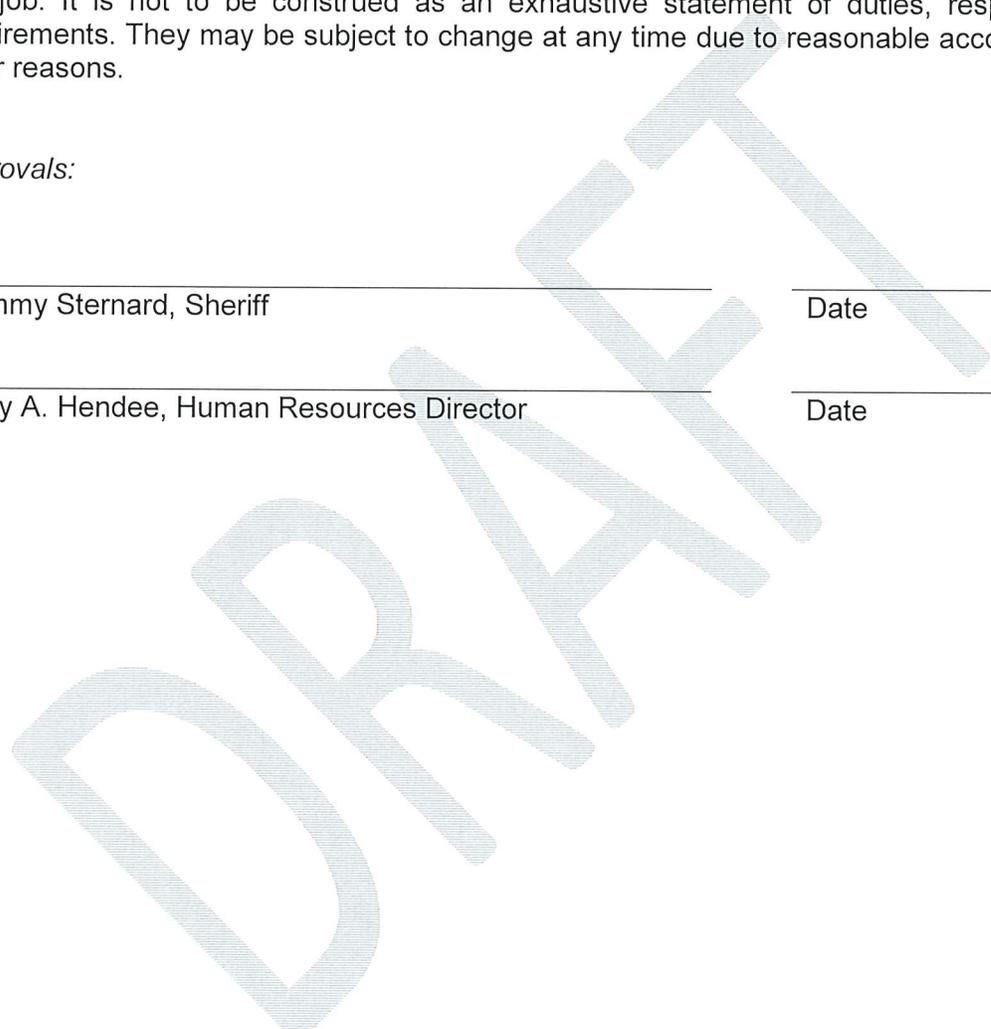
Approvals:

Tammy Sternard, Sheriff

Date

Kelly A. Hendee, Human Resources Director

Date



REQUEST FOR FISCAL IMPACT INFORMATION

_____ RECLASSIFICATION
 _____ FTE/Hours
 _____ Job Class
 _____ Step
 _____ Rate

CHANGE FTE/Hours
 From _____ TO _____
 CHANGE JOB CLASS/STEP
 From _____ TO _____

Position Title
 Effective Date
 Department

Field Services Lieutenant
 _____ 6 Mo _____
Sheriff Sub Dept _____

FTE/Hrs	@ Rate	2021 TOTAL SALARY				2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Field Services Lieutenant-Grade M-Level 1									
1.00	\$33.64	70,160				41,471			111,631
Field Services Lieutenant-Grade M-Budget									
1.00	\$39.21	81,776				44,067			125,843
Total Salary and Benefit Decrease									(14,212)
FTE/Hrs	@ Rate	2021 TOTAL SALARY				2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Field Services Lieutenant-Grade M-Control Point									
1.00	\$44.21	92,204				46,397			138,601
Field Services Lieutenant-Grade M-Budget									
1.00	\$39.21	81,776				44,067			125,843
Total Salary and Benefit Increase									12,758

Dept Head Signature

St. Wimmer

Finance Director

Date

8/20/2020

Disclaimer: This Fiscal Impact does not include Step 2 \$34.60, Step 3 \$35.56, Step 4 \$36.52 Step 5 \$37.48.

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.

September 02, 2020.

Retirement from Service

Dear Sheriff Sternard,

This letter is to inform you that I intend to retire from the Door County Sheriff's Office. My last day of work will be January 4, 2021.

Since March 09th of 1992, when I was hired by then Sheriff Charles Brann, I have had the privilege of serving the citizens and visitors of Door County. I feel very fortunate to have worked with so many dedicated and professional employees of the Door County Sheriff's Office and other Door County Departments. It has been an honor to serve and protect the place I grew up and be part of a community that has been so supportive.

Sincerely,


Deputy Mark Schwartz

Door County Human Resources Form #: 2015-04		Title: Request to Refill Position	
Date Created 02/06/2020	Date Revised 01/31/2020	Please reference the most current copy of the Door County Employee Handbook and Administrative Manual.	
DEPT. HEAD TO COMPLETE:			
Department <u>Sheriff's Office</u>		Position Title: <u>Court Security Deputy & Subsequent</u>	
Position Status: <input type="checkbox"/> Currently vacant <input checked="" type="checkbox"/> Will be vacant		Date Vacant: <u>January 5th, 2021</u>	
<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> New position		Hours per week: <u>2080 Annually</u>	
Reason for Vacancy: <input type="checkbox"/> Termination <input type="checkbox"/> Transfer <input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Resignation			
Transfer: why is the new position more attractive to employee than current one? _____			
Name of Current / Most Recent Incumbent: <u>Mark Schwartz</u>			
Reviewed, updated, and submitted to Human Resources:			
<input checked="" type="checkbox"/> Job Analysis Questionnaire (not to be included in the agenda packet)			
<input checked="" type="checkbox"/> Job Description			
Completed by: <u>Tammy Sternard</u>		Date <u>09-02-2020</u>	
Financial Information:			
Salary Range: <u>\$27.00-\$32.10 Hourly</u>		Is the Position Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source: <input checked="" type="checkbox"/> Levy % <u>100</u> <input type="checkbox"/> Grant Funded % _____ <input type="checkbox"/> Other _____ % _____			
<input checked="" type="checkbox"/> Fiscal Impact, from Finance Department, completed and attached			
HR TO COMPLETE:			
EEO <u>04 - Protective Services</u>		FLSA Status <u>Non-Exempt</u>	
<input checked="" type="checkbox"/> Human Resources has performed a position review?		(HR initial) <u>[Signature]</u> Date <u>9/4/2020</u>	
<input checked="" type="checkbox"/> The Job Description has been updated and signed?		(HR initial) <u>[Signature]</u> Date <u>9/4/2020</u>	
Approvals:			
County Administrator <u>[Signature]</u>		Date <u>9-8-20</u>	
Administrative Committee Chair _____		Date _____	

County of Door Sheriff's Department

Division:	Title: Deputy Sheriff- Court Security Deputy	Date Created: 09/04/2020
Report To: Jail Lieutenant	Prepared By: Tammy Sternard	Date Revised:
Pay Grade: Deputies Assn Grade F	Reviewed By: Kelly Hendee	Date Approved:
FLSA Status: Non-Exempt	Employee Group: Represented	EEO Code: 04 – Protective Services

General Summary

Under the general direction of the Sheriff, Chief Deputy, and direct supervision of the Jail Lieutenant. Provides courtroom security to all courtrooms and judges, District Attorney's Office, Clerk of Courts Office, Child Support Office, etc., including reserve and visiting judges presiding in Door County. Arranges and escorts prisoners to court, completes court related forms. Performs other duties as assigned by the Circuit Court Judges (CCJ) or the Sheriff or designee. Regular attendance and punctuality along with being prepared to commence work at designated work locations, on the assigned or scheduled days and hours is expected. This position is appointed by the Sheriff with approval from CCJ. Responsible for providing truthful and accurate written and verbal communications.

Duties and Responsibilities

Essential Job Functions

1. Process and screen all individuals entering the Justice Center at the security checkpoint.
2. Provides courtroom security by reviewing court calendars and the Family Court Commissioner's calendar. Checks for weapons at all times in a manner directed by the court/Sheriff.
3. Responsible for any ensuring all necessary parties to be in the courtroom.
4. Provides suggestions to the court, Sheriff and County Board on ways to improve court security.
5. Provide daily security inspections of the Door County Justice Center grounds, courtrooms, and all other public areas on the second floor.
6. Transports inmates being held by other law enforcement agencies or correctional facilities within the State of Wisconsin that are required to appear in the Door County courts.
7. Arrange, escort, and provide security measures for inmates being held in the Door County Jail that are appearing before a judge in the Door County Courts.
8. May perform other duties of a sworn officer as assigned by the Sheriff, Chief Deputy, or Lieutenant when court related duties are not required or completed.

General Job Functions

1. Uses own judgment in deciding course of action, expected to handle difficult and emergency situations without assistance.
2. Coordinates activities with other officers/deputies or other departments as needed, exchanges information with officers/deputies in other law enforcement agencies, and obtains advice from the District Attorney's Office and Corporation Counsel Office regarding cases, policies and procedures, as needed and assigned.
3. Carries out duties in conformance with Federal, State, County, and City laws, ordinances and departmental policies and procedures.
4. Attend required training sessions.
5. Works closely with the all divisions of the Sheriff's Office, and interacts regularly with other criminal justice professionals, community organizations and members of the community.

County of Door Sheriff's Department

Requirements

Training and Experience

1. Minimum of two (2) year Associate Degree from an accredited technical school or sixty (60) credit hours from a college or university in police science, criminal justice, or related field.
2. Certification as a law enforcement officer in accordance with the Wisconsin Law Enforcement Standards Board.
3. Successful completion of Court Security Deputy training and evaluation program.

Knowledge, Skills, and Abilities Required

1. Knowledge of Sheriff's Office General Orders, Directives, and procedures.
2. Knowledge of Wisconsin State Statutes as they relate to police work and citizen's rights. Knowledge of legal terms and statutes, appellate and court proceedings, and the ability to interpret court orders.
3. Ability to apply Sheriff's Office General Orders, Directives, and procedures to unique or unusual situations.
4. Ability to manage multiple incidents concurrently.
5. Ability to communicate effectively orally and in writing.
6. Ability to meet regular and predictable attendance standards.
7. Ability to read, comprehend, and communicate, both verbally and in writing.
8. Ability to operate a variety of general office equipment, computer, telephone, copy machine, calculator, facsimile machine. Ability to operate a magnetometer and x-ray machine.
9. Ability to meet the physical, emotional, and psychological qualifications of a law enforcement officer.
10. Ability to function in situations which may rapidly change from those encountered during routine patrol operations to those which are emergencies and highly stressful.
11. Regularly required to perform certified law enforcement officer duties to include performing traffic stops, responding to high-risk calls, crowd control, and all other law enforcement related activities.

Physical & Working Conditions

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to find, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must occasionally lift and/or move up to 60 pounds. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work conditions vary by shift. Few tasks require heavy lifting, pushing, pulling, or carrying heavy loads. Flexibility is important because of the need to enter and exit vehicles frequently, inspect buildings, climb over and around obstacles, suddenly move out of the way of dangers, etc. Mental alertness is very important because of the need to make fine discriminations and decisions concerning subtle cues of impending danger or to discover inconsistencies in witnesses or suspects; testimonies, etc.

In an effort to provide for continuity of County government and to cope with the problems of the

County of Door Sheriff's Department

emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec. 323.14, Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

Approvals:

Tammy Sternard, Sheriff _____
Date

Kelly A. Hendee, Human Resources Director _____
Date

DRAFT

REQUEST FOR FISCAL IMPACT INFORMATION

RECLASSIFICATION

 FTE/Hours

 Job Class

 Step

 Rate

CHANGE FTE/Hours
 From _____ TO _____
 CHANGE JOB CLASS/STEP
 From _____ TO _____

Position Title
 Effective Date
 Department

Court Security Deputy

6 Mo

Sheriff

Sub Dept _____

FTE/Hrs	@ Rate	2021 TOTAL SALARY				2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Court Security Deputy-Level F-Starting Point									
1.00	\$27.00	56,311				38,338			94,649
Budget Court Security Deputy-Level F-Step 7									
1.00	\$32.27	67,302				40,794			108,096
Total Salary and Benefit Decrease									(13,447)
FTE/Hrs	@ Rate	2021 TOTAL SALARY				2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Court Security Deputy-Level F-Step 7									
1.00	\$32.27	67,302				40,794			108,096
Budget Court Security Deputy-Level F-Step 7									
1.00	\$32.27	67,302				40,794			108,096
Total Salary and Benefit Increase									-

Dept Head Signature

Stu Wappinger

Finance Director

Date

9/3/2020

Disclaimer: This Fiscal Impact does not include Step 1 \$27.82, Step 2 \$28.52, Step 3 \$29.23 Step 4 \$29.96, Step 5 \$30.71 and Step 6 \$31.48.

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.



DOOR COUNTY SHERIFF'S OFFICE

TAMMY A. STERNARD, SHERIFF
Patrick McCarty, Chief Deputy
Robert Lauder, Patrol Lieutenant
Kyle Veaser, Jail Lieutenant

Integrity – Professionalism – Fairness – Teamwork

To: Public Safety Committee & Human Resource Director Kelly Hendee

From: Sheriff Tammy Sternard

Date: 09-01-2020

Re: Professional Standards Captain & Mental Health & Community Engagement Deputy Positions

In early 2020 the Public Safety Committee approved a Staffing Analysis & Optimization Study of the Sheriff's Office. McGrath Consulting Group, Inc. was selected as the vendor for the study. The last study of the Sheriff's Office operations was conducted in 2001, so much has changed since then not only within the Sheriff's Office but our community as a whole.

You have been previously provided a copy of the study as well as participated in a presentation from the consultants and myself on August 18th, 2020. As you are aware the study resulted in numerous recommendations, in total between the two phases it calls for 10 additional positions. The 118 page study shows how they have come to the recommendations.

I've had the opportunity to review the study with my administrative team and as presented to you on the 18th we've identified two of the positions we feel would be top priority (Phase 1), I also understand and appreciate the fiscal restraints as it relates to adding that number of positions all at the same time.

The two positions I've identified as priorities or (Phase 1) would be the Professional Standards Captain and Mental Health & Community Engagement Deputy. Much of the justification and reasoning behind the recommendations can be found in the study.

Professional Standards Captain

The Professional Standards Captain will have direct supervision of the Field Services and Jail Lieutenants. The Captain position will be responsible to ensure that these divisions are consistent in their practices and that they adhere to the highest standards of conduct. The administrative functions performed by the Field Services Lieutenant, Jail Lieutenant, and Investigations Sergeant are listed in their respective sections in the study, major shift in responsibilities would include internal investigations and discipline, training, records management, and evidence control.

The addition of the Professional Captain position clearly aligns with the mission statement and guiding principles of the Sheriff's Office, to serve our community with Integrity, Professionalism, Fairness and Teamwork. By adding the Professional Standards Captain position, the Sheriff's Office is showing clearly to the public and the personnel the importance of holding themselves accountable. This is a critical and appropriate time to take this action.

Mental Health and Community Engagement Deputy

One of the primary goals of this position is to move towards a more formalized program as it relates to how we provide and to improve law enforcement services to people living with mental illness. The goal of the Mental Health Deputy would be to provide a coordinated, professional and compassionate Law Enforcement response to individuals affected by mental illness and their families.

The Mental Health Deputy position will work collaboratively with partner agencies to achieve improved outcomes for individuals affected by mental illnesses or suffering a crisis by connecting them to needed services, assisting local providers and diverting them away from the criminal justice system whenever possible. This should help reduce the number of calls for service and improve safety for Officers and all members of the Door County community.

In law enforcement, we have officers who specialize in various areas, similar to our K9, SWAT, Honor Guard, Dive Team, School Resource Officers, etc. This position will focus on working on, improving ways to address specific community issues as they relate to mental health needs or concerns. Aside from best serving these individuals, a primary goal is to consistently and comprehensively address mental health issues in our community and by doing so, mitigate the increasing demands on patrol resources to provide services to people with mental illness.

There are numerous law enforcement agencies with positions similar to this which have proven to be successful within their communities to help take a more effective, collaborative up-front approach to address growing concerns within communities as it relates to early intervention, training of law enforcement and building community relations.

The following agencies currently have positions or are in the process of adding one: Outagamie Sheriff's Office, Green Bay Police Department, Appleton Police Department, Wood County Sheriff's Office, Dane County Sheriff's Office, Madison Police Department. Agencies throughout Wisconsin have CIT Teams designated as part of their field response protocol. Technical schools are starting to look at developing a degree program to address these specific roles within law enforcement.

I have included the following for your review:

1. Professional Standards Captain and Mental Health and Community Engagement Deputy Job Descriptions
2. Revised Organizational Structure for Sheriff's Office
3. Fiscal Impact

The mission of the Door County Sheriff's Office is to enhance the quality of life in Door County by working cooperatively with the community to enforce the law, preserve the peace and provide for a safe environment for all. As the Sheriff, it's my responsibility to provide the background regarding the benefits and the direction of personnel allotment I feel is needed to help ensure we are doing everything possible to provide the safest community possible and moving in the right direction.

Respectfully Submitted,

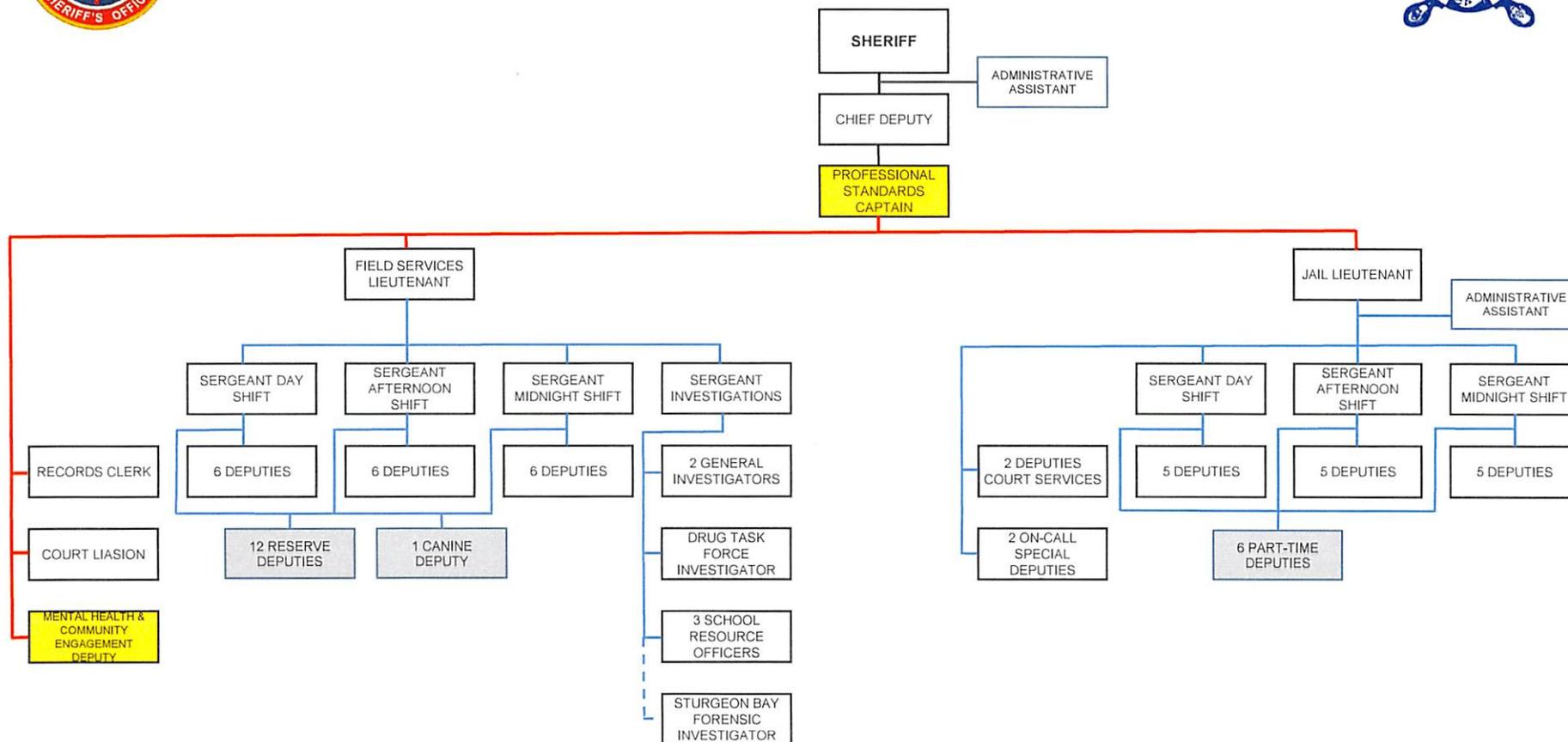


Sheriff Tammy A. Sternard



DOOR COUNTY SHERIFF'S OFFICE

PROPOSED ORGANIZATION CHART- PHASE ONE





DOOR COUNTY SHERIFF'S OFFICE

TAMMY A. STERNARD, SHERIFF
Patrick McCarty, Chief Deputy
Robert Lauder, Patrol Lieutenant
Kyle Veeseer, Jail Lieutenant

Integrity – Professionalism – Fairness – Teamwork

Door County Sheriff's Office- Study Recommendation Review-Implementation Timeline (August 2020)

Phase One- 2020-2021

1. Professional Standards Captain
2. Mental Health & Community Engagement Deputy
3. Civil Service & Human Resource Related Recommendations(Decision & Action Function of County Board)
4. Begin working through recommendations that can be implemented without CBA implications and/or no fiscal impact.
5. Begin Conversations with Bargaining Unit Regarding Recommendations & CBA

Phase Two- 2022

1. Patrol Division Staffing-
 - a. 12 Hour Shifts
 - b. 4 work groups of 6 Deputies & 1 Sergeant(Requires 1 New Sergeant & 5 Patrol Deputies)
 - c. 2080 Hours from 1947(FLSA Work Period Rules Applicable)
 - d. Reconfigure zones for better coverage and response times
2. Investigative Unit Staffing
 - a. One General Investigator to a 1p-9 p shift for better coverage

Phase Three-2023

1. Jail Division Staffing
 - a. 12 Hour Shifts
 - b. 4 Work groups of 4 Full-Time Deputies & 1 Sergeant (Requires 1 New Sergeant) Part-Time staff would be assigned to each work group to bring up to 6 assigned to each work group.
 - c. 2080 Hours from 1947 for Full-Time Jail Staff(FLSA Work Period Rules Applicable)
 - d. Review WRS Status
2. Evidence Custodian-Records Management Technology Position

Respectfully Submitted,

Sheriff Tammy A. Sternard

1201 S. Duluth Avenue, Sturgeon Bay WI 54235
Phone: (920)746-2400
Fax: (920)746-2411

County of Door Sheriff's Office

Division:	Title: Captain – Professional Services	Date Created: 08/14/2020
Report To: Chief Deputy	Prepared By: Sheriff Sternard	Date Revised:
Pay Grade: N	Reviewed By: Kelly Hendee	Date Approved:
FLSA Status: Exempt	Employee Group: GME	EEO Code:

General Summary

Responsible for the administration of the Professional Standards Division and provides stronger oversight of the operations of patrol, investigations, and jail. Ensures that these divisions are consistent in their practices and adhere to the highest standards of conduct. Directly supervises Patrol Lieutenant, Jail Lieutenant, and individuals assigned to the Professional Standards Division. Works closely with the all divisions of the Sheriff's Office, and interacts regularly with other criminal justice professionals and members of the community. Responsible for providing truthful and accurate written and verbal communications.

Duties and Responsibilities

Essential Job Functions

1. Prepares and maintains all agency training records to remain in compliance with law enforcement standards. Works in collaboration with division Lieutenants to develop, administer and evaluate annual training. Serve as a liaison with technical colleges for deputies attending certification training.
2. Primary administrator assigned to conduct major misconduct internal investigations, citizen complaints and special investigations by the Sheriff or Chief Deputy. Makes recommendations to the Sheriff regarding employee discipline.
3. Assists the Human Resources Department in managing hiring process activities to include posting vacancies, application review, testing, scoring, and interviewing, to ensure staffing of all Agency entry level positions. Conducts background investigations on applicants as assigned by the Chief Deputy.
4. Third in command of the Sheriff's Office. In the absence of the Chief Deputy or Sheriff assumes responsibility and decision making authority. Creates, maintains, and modifies Agency General Orders and Directives to ensure compliance with law enforcement best practice standards.
5. Organizes, distributes, and delegates work to subordinates fairly and impartially. Provides clear and appropriate direction to employees. Provides training and coaching to subordinates. Ensures that staff has the resources and flexibility to perform, improve, and learn in their jobs. Keeps open communication with subordinates, listens to them, and provides feedback. Positively motivates, mentors, and leads employees. Provides appropriate and timely performance evaluations for all subordinates.
6. Makes sound decisions based on General Orders, Directives, and past practices. Completes assignments independently and without close supervision. Isolates and identifies problems, evaluates alternative courses of action, makes logical decisions, employs good judgement, `

General Job Functions

1. Assists in systematic General Order, Directive, policy and procedure review, ensuring proper updating, maintenance, and archiving occurs.

County of Door Sheriff's Office

2. Assists with preparing the division budget, and makes evaluations, suggestions, and recommendations regarding immediate and long-range fiscal plans.
3. Functions within the command post and assists during major incidents.
4. Functions as a media point of contact.
5. Serves as the Sheriff's Office liaison on special committees or community groups.
6. Proactively ensures Agency member compliance with professional standards on an annual basis.
7. Maintain and control evidence storage function.
8. Coordinates and supervises specialized unit or team operations as assigned.
9. Performs all other related duties as assigned by the Sheriff or designee.

Requirements

Training and Experience

1. Meets the entry level requirements of a Patrol Deputy, to include certification as a law enforcement officer in accordance with the Wisconsin Law Enforcement Standards Board.
2. At least seven (7) years of full-time law enforcement experience.
3. Advanced education in the field of law enforcement preferred.

Knowledge, Skills, and Abilities Required

1. Considerable knowledge of law enforcement best practices and their applicability to the Agency.
2. Knowledge of Sheriff's Office General Orders, Directives, and procedures.
3. Knowledge of Wisconsin State Statutes as they relate to police work and citizen's rights.
4. Knowledge of Agency special teams and their function within the Sheriff's Office.
5. Ability to apply Sheriff's Office General Orders, Directives, and procedures to unique or unusual situations.
6. Ability to supervise and motivate subordinates.
7. Ability to manage multiple incidents concurrently.
8. Ability to communicate effectively orally and in writing.
9. Ability to meet regular and predictable attendance standards.
10. Ability to meet the physical, emotional, and psychological qualifications of a law enforcement officer.
11. Regularly required to perform certified law enforcement officer duties to include performing traffic stops, responding to high-risk calls, crowd control, and all other law enforcement related activities.
12. Ability to function in situations which may rapidly change from those encountered during routine patrol operations to those which are emergencies and highly stressful.

Physical & Working Conditions

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to find, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

County of Door Sheriff's Office

The employee must occasionally lift and/or move up to 60 pounds. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

In an effort to provide for continuity of County government and to cope with the problems of the emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec. 323.14, Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

Approvals:

_____	_____
Tammy Sternard, Sheriff	Date
_____	_____
Kelly A. Hendee, Human Resources Director	Date

DRAFT

REQUEST FOR FISCAL IMPACT INFORMATION

RECLASSIFICATION
 FTE/Hours
 Job Class
 Step
 Rate

CHANGE FTE/Hours
 From TO
 CHANGE JOB CLASS/STEP
 From TO

Position Title Sheriff-Professional Standards Captain
 Effective Date 6 Mo
 Department Sheriff Sub Dept _____

DRAFT

FTE/Hrs	@ Rate	2021 TOTAL SALARY					2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Sheriff-Professional Standards Captain Grade N-Level 1										
1.00	\$35.57	74,185					42,331			116,516
Sheriff-Professional Standards Captain Grade N-Budget										
										-
Total Salary and Benefit Increase										116,516
FTE/Hrs	@ Rate	2021 TOTAL SALARY					2021 TOTAL BENEFITS			TOTAL SALARY and Benefits
Sheriff-Professional Standards Captain Grade N-Control Point										
1.00	\$40.65	84,780					44,698			129,478
Sheriff-Professional Standards Captain Grade N-Budget										
										-
Total Salary and Benefit Increase										129,478

Dept Head Signature

SK Wiggan

Finance Director

Date

8/14/2020

DRAFT

Disclaimer: This Fiscal Impact does not include Step 2 \$36.59, Step 3 \$37.60, Step 4 \$38.62, or Step 5 \$39.63.

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.

**County of Door
Sheriff's Office**

Division:	Title: Mental Health Community Engagement Deputy	Date Created: 07/20/2020
Report To: Professional Standards Deputy	Prepared By: Sheriff Sternard	Date Revised:
Pay Grade: Deputies Comp Schedule	Reviewed By: Kelly Hendee	Date Approved:
FLSA Status: Non-Exempt	Employee Group: Represented	EEO Code: 04 – Protective Services

General Summary

This position provides crisis intervention, short-term counseling, advocacy, community outreach, and education to residents on behalf of the Door County Sheriff's Office and is appointed by the Sheriff. Works in partnership with community organizations to improve police responses to crisis situations and work as a bridge to connect people with treatment services and resources in the community. Provide truthful and accurate written and verbal communications.

Duties and Responsibilities

Essential Job Functions

1. Serves as the Sheriff's Office Crisis Intervention Team (CIT) leader and consults with department staff and employees from other County departments regarding procedural issues and specific referrals.
2. Works on assigned shifts in vehicle performing security patrols, traffic control, investigation and first aid at accidents, detection, investigation and arrest of persons involved in crimes or misconduct.
3. Maintains normal availability by radio and telephone, with supervisory personnel to coordinate activities, for consultation on major cases and provides general information about department activities.
4. Assesses and evaluates prospective consumer's immediate situation, determine appropriate response, and assure that response is made. Assess and intervene as necessary in crisis situations. Refer to and involve and other community resources as needed.
5. Serves as the Sheriff's Office liaison on special committees or community groups as it relates to mental health and/or community partnerships.
6. Undertakes community-oriented police work, and assists citizens with such matters as locked or stalled vehicles, crime prevention, traffic safety, etc.
7. Patrols streets/routes, parks, commercial and residential areas to preserve the peace and enforce the law, control vehicular traffic, prevent or detect and investigate misconduct involving misdemeanors, felonies and other law violations' and to otherwise serve and protect.
8. Responds to emergency radio calls and investigates accidents, robberies, civil disturbances, domestic disputes, fights, drunkenness, missing children, prowlers, abuse of drugs, etc. Takes appropriate law enforcement action.
9. Interrogates suspects, witnesses and drivers. Preserves evidence. Arrests violators. Investigates and renders assistance at scene of vehicular accidents. Summons ambulances and other law enforcement vehicles. Takes measurements and draws diagrams of scene.
10. Conducts follow-up investigations of criminal law violations occurring within lawful jurisdiction during assigned shift. Seeks out and questions victim(s), witnesses and suspects. Develops leads and tips. Searches scene of a crime for clues. Analyzes and evaluates evidence by compiling information regarding these crimes, preparing cases or filing of charges and arrests offenders. Prepares cases for giving testimony and testifies in court proceedings.

County of Door Sheriff's Office

11. Prepares a variety of reports and records including reports of investigation, field interrogation report, alcohol reports, influence reports, breathalyzer check list, bad check form, vehicle impoundment form, traffic hazard report, etc.
12. Receive and make service of civil process.

General Job Functions

1. Provides annual training regarding the principles, practices and techniques of crisis intervention and de-escalation best practices.
2. Facilitate training for educators and community leaders that targets research, best practices, and strategies in the areas of positive behavior, parenting programs, mental health awareness, and trauma sensitive protocols.
3. Respond to the request of law enforcement officers by phone or at the scene to assist in identifying, monitoring and follow up of individuals believed to be a threat to themselves and/or others due to a mental health issue within our community.
4. Coordinate home visits and other follow-up in conjunction with mental health providers, advocates and family members to mitigate recurring calls for service.
5. Provide information and referrals to persons on issues including, but not limited to homelessness, basic needs such as food, clothing, shelter, and financial assistance.
6. Review reports and identify individuals in need of outreach.
7. Serves on the Employee Wellness Committee.
8. Performs all other related duties as assigned by the Sheriff or designee.

Requirements

Training and Experience

1. Minimum of two (2) year Associate Degree from an accredited technical school or sixty (60) credit hours from a college or university in social science field, police science, criminal justice, or related field.
2. Certification as a law enforcement officer in accordance with the Wisconsin Law Enforcement Standards Board, preferred. Individuals with a social science degree will be required to obtain Wisconsin law enforcement officer certification within one (1) year of hire.
3. Successful completion of Deputy Sheriff Patrol – Field Training Officer (FTO) field training and evaluation program.

Knowledge, Skills, and Abilities Required

1. Considerable knowledge of law enforcement best practices and their applicability to the Agency.
2. Understanding of mental health, AODA, and trauma-sensitive issues.
3. Ability to interact with people living with mental health illness with sensitivity, patience, and compassion.
4. Knowledge of Sheriff's Office General Orders, Directives, and procedures.
5. Knowledge of Wisconsin State Statutes as they relate to police work and citizen's rights.
6. Ability to apply Sheriff's Office General Orders, Directives, and procedures to unique or unusual situations.
7. Ability to manage multiple incidents concurrently.
8. Ability to communicate effectively orally and in writing.
9. Ability to meet regular and predictable attendance standards.
10. Ability to meet the physical, emotional, and psychological qualifications of a law enforcement officer.
11. Regularly required to perform certified law enforcement officer duties to include performing traffic stops, responding to high-risk calls, crowd control, and all other law enforcement related activities.

County of Door Sheriff's Office

12. Ability to function in situations which may rapidly change from those encountered during routine patrol operations to those which are emergencies and highly stressful.

Physical & Working Conditions

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to find, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must occasionally lift and/or move up to 60 pounds. Specific vision abilities required by this job includes close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

In an effort to provide for continuity of County government and to cope with the problems of the emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec. 323.14, Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

Approvals:

Tammy Starnard, Sheriff

Date

Kelly Hendee, Human Resources Director

Date

REQUEST FOR FISCAL IMPACT INFORMATION

RECLASSIFICATION
 FTE/Hours
 Job Class
 Step
 Rate

CHANGE FTE/Hours
 From _____ TO _____
 CHANGE JOB CLASS/STEP
 From _____ TO _____

Position Title
 Effective Date
 Department

Sheriff-Mental Health & Community Engagement Deputy

6 Mo

Sheriff

Sub Dept _____

DRAFT

FTE/Hrs	@ Rate	2021 TOTAL SALARY	2021 TOTAL BENEFITS	TOTAL SALARY and Benefits
Sheriff-Mental Health & Community Engagement Deputy-Level 1				
1.00	\$27.00	52,792	37,552	90,344

Sheriff-Mental Health & Community Engagement Deputy-Budget				-
Total Salary and Benefit Increase				90,344

FTE/Hrs	@ Rate	2021 TOTAL SALARY	2021 TOTAL BENEFITS	TOTAL SALARY and Benefits
Sheriff-Mental Health & Community Engagement Deputy				
				-

Sheriff-Mental Health & Community Engagement Deputy-Budget				-
Total Salary and Benefit Increase				-

Dept Head Signature

St. Wimpfent

Finance Director

Date

8/14/2020

DRAFT

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.



DOOR COUNTY SHERIFF'S OFFICE

TAMMY A. STERNARD, SHERIFF
Patrick McCarty, Chief Deputy
Robert Lauder, Patrol Lieutenant
Kyle Veeseer, Jail Lieutenant

Integrity – Professionalism – Fairness – Teamwork

INVITATION TO BID-DOOR COUNTY SHERIFF'S OFFICE TWO (2) 4X4 SPORT UTILITY LAW ENFORCEMENT PATROL VEHICLES

Bid Specifications and Instructions may be obtained from the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay, Wisconsin 54235, (920)746-2412. Bids must conform to the requirements of the Specifications and Instructions.

Bids must be received (date and time stamped) by the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay WI 54235, no later than 4:00 p.m. on Thursday, October 8, 2020.

Bids will be opened at 10:00 a.m. on Friday, October 9, 2020 at the Door County Justice Center, Multipurpose Room, 1201 S. Duluth Avenue, Sturgeon Bay, Wisconsin. Bids will be accepted and awarded by the Door County Public Safety Committee at its October 12, 2020 meeting, which begins at 1:00 p.m., at the Door County Government Center, Chambers Room, 421 Nebraska Street, Sturgeon Bay, Wisconsin.

1201 S. Duluth Avenue, Sturgeon Bay WI 54235
Phone: (920)746-2400
Fax: (920)746-2411

INSTRUCTIONS

1. BIDS:

All Bids must be: typed and double-spaced on 8½ inch by 11 inch white paper; sealed in an opaque envelope labeled "4x4 Sport Utility Law Enforcement Patrol Vehicle Bid" and received (date and time stamped) by the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay, WI 54235, no later than 4:00pm on Thursday, October 8th, 2020.

All Bids must: set forth the cost of each vehicle, total cost for all two (2) vehicles, and delivery date of the vehicles; clearly and concisely note any deviation from the Specifications or Instructions; be signed and dated by the individual or by a duly authorized representative of the entity submitting the Bid; and remain firm for a period of thirty (30) days.

2. QUALIFICATIONS OF THE INDIVIDUAL OR ENTITY

The individual or entity shall meet all of the qualifications reasonably deemed necessary to provide the vehicles contemplated and must be appropriately responsible. Door County may investigate, as it deems necessary, to determine the individual's or entity's qualifications and responsibility. Door County reserves the right to reject any Bid if the individual or entity fails to satisfy Door County that she/he/it is both qualified and responsible.

3. CONSIDERATION/AWARD OF CONTRACT:

Door County reserves the right to reject or accept any Bid, or parts thereof, and/or waive technical defects. The award shall be to an individual or entity that is qualified, responsible, and offers both the lowest cost and compliant Bid. Door County reserves the right to consider all elements that it determines are relevant regarding determining whether an individual or entity is qualified and responsible.

4. ACCEPTANCE

The successful individual or entity shall, within fifteen (15) days after notice of the award is given, provide a written acceptance of the award. These Instructions, the Specifications, and Bid in their entirety form the primary basis of the agreement between Door County and successful bidder.

5. LAWS AND REGULATIONS

The successful individual or entity must be cognizant of and shall abide by all applicable Federal, State, and local laws, ordinances, regulations and rules.

6. LATE BIDS

Bids that are not timely received will not be accepted. Late Bids will be date / time stamped and returned to the bidder.

7. INDIVIDUAL'S OR ENTITY'S STATEMENT

Each individual or entity shall incorporate and make a part of their Bid a statement by the individual or entity that the individual or entity has examined and carefully checked the Invitation for Bid, Instructions, and Specifications before submitting the Bid, and have offered a compliant Bid.

**DOOR COUNTY SHERIFF'S OFFICE
VEHICLE SPECIFICATIONS**

DATE DUE: Bids due Thursday, October 8th, 2020 by 4:00 p.m. at the Door County Justice Center, 1201 S. Duluth Avenue, Sturgeon Bay, Wisconsin 54235

THIS BID IS FOR: Two (2) 4x4 Sport Utility Law Enforcement Vehicles. Examples would include, but are not limited to Chevrolet Tahoe, Ford Interceptor, Dodge Durango, or an equivalent by other manufacturers.

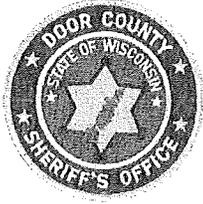
SPECIFICATIONS – TWO (2) 4x4 SPORT UTILITY LAW ENFORCEMENT VEHICLE

GENERAL: The term “heavy duty” as applied to these specifications shall be interpreted to mean that the item to which the term is applied shall exceed the usual quantity, quality, or capacity supplied with standard production vehicle, and it shall be able to withstand unusual strain, exposure, temperature, wear and use. If available, all items will be consistent with manufacturers “Police Package”.

1. **Model:** New 2021 Model – Four (4) door.
2. **Engine:** V6 or V8 “Police Package”.
3. **Air Conditioning:** Factory installed.
4. **Exhaust System:** Per manufacturer’s recommendation for particular engine.
5. **Cooling System:** Per manufacturer’s recommendation.
6. **Transmission:** To be 5 or 6 speed automatic.
7. **Power Steering:** Power with tilt wheel.
8. **Door Locks/Windows:** Power door locks and power windows with driver control lock out.
9. **Brakes:** Per manufacturer’s recommendation.
10. **Suspension Systems:** Per manufacturer’s recommendation.
11. **Battery:** 12 volt; minimum 500 cold cranking amps.
12. **Alternator:** 95 amp minimum.
13. **Voltage Regulator:** Fully transistorized.
14. **Wheels:** Aluminum or Steel wheels, deep dish cast
15. **Tires:** Standard equipment with full size spare.
16. **Windows:** Tinted Glass.

17. **Gas Tank:** Maximum size available.
18. **Paint Color:** Paint color will be decided at the time the order is placed.
19. **Mirrors:** Power outside left/right, if available.
20. **Rear Window Defroster:** If available.
21. **Speedometer:** Certified if available.
22. **Keys:** Contact Chief Deputy McCarty for key code.
23. **Radio:** To be equipped with factory installed AM/FM radio and radio noise suppression kit.
24. **Windshield Wipers and Washers:** All units to be equipped with multi-speed electric washers and intermittent feature.
25. **Interior:** Standard feature.
26. **Seats:** Cloth bucket front (no center console); rear split/folding seat/power drivers seat.
27. **Headlights:** Standard headlights.
28. **Hoses:** Heavy duty.
29. **Cruise Control**
30. **Gauges:** Standard equipment.
31. **Spotlight.** 5" or 6" mounted on driver's side "A" post.
32. **Service, Pre-Delivery:** Prior to delivery, the vehicle must be completely serviced by the dealer in accordance with the manufacturer's standard new car set-up recommendations. All fluids must be filled to capacity as recommended by the manufacturer and must contain at least ¼ tank of fuel when delivered. Each vehicle shall contain a pre-delivery check sheet showing what operations have been performed on a vehicle by the selling dealer. Vehicles are to be clean, and all stickers are to be removed from glass except any required by law. Invoices will be delivered by the first of the month prior to delivery so that checks can be processed.
33. Any deviation from specifications must be so noted on the bids, including any item specified to be factory installed but actually a dealer installed item.
34. Delivery of vehicles shall be within 150 days from the day successful bid is awarded.

THE LAW ENFORCEMENT COMMITTEE OF DOOR COUNTY HAS THE RIGHT TO ACCEPT, MODIFY, OR REJECT ANY/ALL BIDS.



DOOR COUNTY SHERIFF'S OFFICE

TAMMY A. STERNARD, SHERIFF
Patrick McCarty, Chief Deputy
Robert Lauder, Patrol Lieutenant
Kyle Veaser, Jail Lieutenant

Integrity – Professionalism – Fairness – Teamwork

REQUEST FOR PROPOSAL Door County Sheriff's Office Fleet Vehicle Maintenance Services

Specifications and Instructions may be obtained from the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay, Wisconsin 54235, (920)746-2412. Bids must conform to the requirements of the Specifications and Instructions.

Proposals must be received (date and time stamped) by the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay WI 54235, no later than 4:00 p.m. on Thursday, October 8, 2020.

Proposals will be opened on Friday, October 9, 2020 at 10:00 a.m. at the Door County Justice Center, Multi-Purpose Room, 1201 S. Duluth Avenue, Sturgeon Bay, Wisconsin. Proposals will be accepted and awarded by the Door County Public Safety Committee at its Monday, October 12, 2020 meeting, which begins at 1:00 p.m., at the Door County Government Center, Chambers Room, 421 Nebraska Street, Sturgeon Bay, Wisconsin.

1201 S. Duluth Avenue, Sturgeon Bay WI 54235
Phone: (920)746-2400
Fax: (920)746-2411

INSTRUCTIONS

1. PROPOSALS:

A Proposal must be legibly printed or typed. A Proposal must be sealed in an opaque envelope labeled "*Fleet of Vehicles Maintenance Proposal*" *and* received (date and time stamped) by the Door County Sheriff's Office, 1201 S. Duluth Avenue, Sturgeon Bay WI 54235, no later than 4:00 p.m. on Thursday, October 8, 2020. A Proposal must set forth the scope and final cost of services [and anything else] to be provided, and the qualifications of the individual or entity. Any deviation from the Specifications or Instructions must be noted clearly and concisely. A Proposal must be signed and dated by the individual or by a duly authorized representative of the entity. A Proposal must remain firm for a period of forty-five (45) days.

2. QUALIFICATIONS OF THE INDIVIDUAL OR ENTITY

The individual or entity shall be licensed, certified, accredited, and meet all of the necessary qualifications to perform the services contemplated, as applicable, and must be appropriately responsible. Door County may investigate as it deems necessary to determine the ability and appropriateness of the individual or entity to perform the services. Door County reserves the right to reject any Proposal if the individual or entity fails to satisfy Door County that the individual or entity is qualified to perform the services contemplated.

3. CONSIDERATION/AWARD OF CONTRACT:

Door County reserves the right to reject or accept any Proposal, or parts thereof, and/or waive technical defects. The award of this contract shall be to an individual or entity that is appropriately responsible and that offers the lowest cost compliant Proposal. Door County reserves the right to consider all elements that it determines are relevant regarding determining whether an individual or entity is appropriately responsible. An appropriately responsible individual or entity is one who is not only financially responsible, but who is possessed of the judgement, experience, skill, ability, capacity and integrity requisite and necessary to perform a public contract such as this according to its terms.

4. CONTRACT

The successful individual or entity shall execute County's standard Purchase of Services Agreement (copy available upon request), within fifteen (15) days after notice of the award of the contract is given. These Instructions, and the Specifications and Proposal in their entirety form the primary basis of the Agreement.

5. LAWS AND REGULATIONS

The successful individual or entity must be cognizant of and shall abide by all applicable Federal, State, Local, and municipal laws, ordinances, rules and regulations. This includes, but is not limited to, non-discrimination laws, equal employment obligations, affirmative action mandates, labor standards, and the Americans with Disabilities Act.

6. LATE PROPOSALS

Proposals that are not timely received will not be accepted.

7. INDIVIDUAL'S OR ENTITY'S CERTIFICATE

Each individual or entity shall incorporate and make a part of their Proposal a statement by the individual or entity that the individual or entity has examined and carefully checked the Request for Proposal, Instructions, and Specifications before submitting the Proposal, and have offered a compliant Proposal.

DOOR COUNTY SHERIFF'S OFFICE

Fleet of Vehicles Maintenance Proposal Initial Term January 1, 2021 through December 31, 2021

Name of Firm: _____

Address: _____

Telephone Number: _____

SCOPE: Repairs/maintenance must be accomplished on a priority basis as these are Public Safety Vehicles.

<u>BASIC REQUIREMENTS</u>	<u>BID PRICE</u>
1. Oil Change: Including oil, lube and filter, safety inspection, top off all fluid levels, and adjust tire pressure.	\$ _____
2. Transmission Maintenance: Includes flushing transmission, torque converter and completely refilling to manufacturer's specs.	\$ _____
3. Cooling System Maintenance: Includes draining and refilling radiator and engine block to manufacturer's specs.	\$ _____
4. Engine Diagnostics: Includes complete engine diagnostics of ignition emission and fuel systems. Parts Extra.	\$ _____
5. Induction Cleaning: Includes cleaning induction system.	\$ _____
6. Air Conditioning Maintenance: Includes A/C diagnostic, visual inspection and leak check system.	\$ _____
7. Brake Service: OEM or High Quality Pads/Rotors	\$ _____
A. Brake System Inspection:	
B. Front Brakes:	
• Includes turning rotors and replacing pads	\$ _____
• When replacing rotors with front service.	\$ _____
C. Rear Brakes:	
• Includes turning rotors and replacing pads	\$ _____
• When replacing rotors with rear service.	\$ _____
8. Parts: Cost of parts – percent over dealers cost. (subject to verification)	\$ _____
9. Labor: Flat rate per hour.	\$ _____
Hourly labor rate using Chilton Rate Manual	\$ _____

10. Tires:

- Alignment (includes complete 4-wheel alignment): \$ _____
- Valve stems (per tire) \$ _____
- Wheel Balance Only (per tire) \$ _____
- Tire Disposal fee (per tire) \$ _____
- Tire Repairs (patched from inside of tire): \$ _____
- Mount & Balance Tires (per tire cost): \$ _____
- Tire Rotation (4-tires) \$ _____

Signature of Company Representative

Title of Company Representative

Date

2021 New Positions, Reclassification and Change of Hours - Summary Effect on 2021 Budget

<u>Department</u>	<u>Rationale</u>	<u>Effective Date of Change</u>	<u>Current Budget or Contract Amount or Offsetting Revenues</u>	<u>Proposed Budget or Contract Amount</u>	<u>Change or Increase</u>	<u>Impact on 2021 Budget Minus Revenues or Department Changes</u>	<u>Percent Change</u>	<u>Request Reviewed by Human Resources</u>	<u>County Administrator Recommendation</u>
Health & Human Services									
CLTS - Hours Reduction	Reduction in hours from 1.0 to .8 FTE. Already included in budget so no budget adjustment.	Jan-21	\$86,523	\$69,668	(\$16,855)	\$0	na	Yes	TBD
Public Health Educator	Change from 0.6 to 1.0 FTE. Needed for workload related to position.	Jan-21	\$51,977	\$84,814	\$32,837	\$32,837	63%	Yes	TBD
WI Home Energy Assistance Program	Eliminate Position. Already included in budget so no budget adjustment.	Jan-21			(\$67,000)	\$0	na	Yes	TBD
Comprehensive Community Service Case Manager	Eliminate Position. Already included in budget so no budget adjustment.	Jan-21			(\$80,600)	\$0	na	Yes	TBD
Disability Benefit Specialist	Change from a 0.6 to 0.8 FTE. Needed for client services	Jan-21	\$50,963	\$64,456	\$13,390	\$13,390	26%	Yes	TBD
Cook	Change from 0.6 to 1.0 FTE. Needed for workload and backup.	Jan-21	\$20,984	\$60,260	\$25,886	\$25,886	187%	Yes	TBD
Highway									
Administrative Supervisor	Reclassification Grade E to Grade G	Jan-21	\$77,477	\$82,807	\$5,330	\$5,330	7%	Yes	TBD
Account Specialist	Reduction in hours from 1.0 to .8 (40 hours/week to 32 hours/week)	Jan-21	\$90,042	\$70,200	(\$19,842)	(\$19,842)	-22%	Yes	TBD
Sheriff									
1.0 FTE Professional Standards Captain	Identified through the Sheriff Study as a recommended position	Jan-21	\$0	\$129,478	\$129,478	\$129,478	na	Yes	TBD
	Equipment for Position		\$0	\$44,812	\$44,812	\$44,812	na	Yes	TBD
1.0 FTE Mental Health & Community Engagement Deputy	Identified through the Sheriff Study as a recommended position	Jan-21	\$0	\$90,344	\$90,344	\$90,344	na	Yes	TBD
	Equipment for Position		\$0	\$57,800	\$57,800	\$57,800	na	Yes	TBD

Professional Standards Captain Vehicle

2021 Ford Interceptor SUV		\$33,466.00	Jim Olson Purchase Order
Lights-Siren-Equipment		\$4,442.00	Belco Invoice 07/20/2020
Kenwood NX-5700K Mobile Radio		\$1,528.00	Bay Electronics Quote 07/06/2020
Flashlight		\$100.00	

\$39,536.00**Mental Health/Community Engagement Officer Vehicle**

2021 Ford Interceptor SUV		\$33,466.00	Jim Olson Purchase Order
Router/Antenna		\$632.00	DH Wireless Solutions
MDC		\$3,452.00	Baycom quote 04/29/2020
Some lighting & equipment		\$7,010.00	Belco Invoice 07/28/2020
Siren control and speaker		\$614.00	Belco Invoice 07/20/2020
MDC mount and Misc. equipment		\$1,000.00	
Kenwood NX-5700K Mobile Radio		\$1,528.00	Bay Electronics Quote 07/06/2020
Radar Unit		\$1,616.00	MPH Industries Invoice 06/05/2020
Flashlight		\$100.00	
Code 3 Lightbar		\$1,425.00	traffic safety grant

\$50,843.00**Professional Standards Captain Personal Equipment**

Duty Belt		\$518.00	Nelson Tactical Invoice 11/06/2019
Glock Handgun		\$501.00	Kiesler Police Supply Quote 11/6/2019
Bulletproof Vest		\$956.00	Nelson Tactical Invoice 05/17/2020
Handgun Light		\$125.00	Nelson Tactical Quote 02/21/2019
Rifle		\$1,248.00	Nelson Tactical Quote 02/21/2019
Portable Radio		\$928.00	Bay Electronics Quote 06/03/2020
Misc. Equipment		\$1,000.00	

\$5,276.00

Mental Health/Community Engagement Officer Equipment

Duty Belt		\$518.00	Nelson Tactical Invoice 11/06/2019
Glock Handgun		\$501.00	Kiesler Police Supply Quote 11/6/2019
Bulletproof Vest		\$956.00	Nelson Tactical Invoice 05/17/2020
Handgun Light		\$125.00	Nelson Tactical Quote 02/21/2019
Rifle		\$1,248.00	Nelson Tactical Quote 02/21/2019
Portable Radio		\$928.00	Bay Electronics Quote 06/03/2020
Taser		\$1,252.00	Axon Invoice 07/17/2020
PBT		\$429.00	
Misc. Equipment		\$1,000.00	

\$6,957.00

Limited Term Employment Positions			Current Rate	Proposed Rate						
Circuit Court	Bailiff	Jan-21	\$11.00	na	na	\$0	na	Yes	Yes	
Emergency Services	On-Call EMT	Jan-21	\$7.25	na	na	\$0	na	Yes	Yes	
	On-Duty EMT	Jan-21	\$13.00	\$13.00	na	\$0	na	Yes	Yes	
	On-Duty EMT - 2nd year	Jan-21	\$13.00	\$13.50	\$0.50	\$0	na	Yes	Yes	
	On-Duty EMT - 3rd year	Jan-21	\$13.00	\$14.00	\$1.00	\$0	na	Yes	Yes	
	On-Duty AEMT (Advanced EMT)	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes	
	On-Duty AEMT (Advanced EMT) - 2nd year	Jan-21	\$14.00	\$14.50	\$0.50	\$0	na	Yes	Yes	
	On-Duty AEMT (Advanced EMT) - 3rd year	Jan-21	\$14.00	\$15.00	\$1.00	\$0	na	Yes	Yes	
	Paramedic Replacement	Jan-21	\$15.50	na	na	\$0	na	Yes	Yes	
	Paramedic Replacement - 2nd year	Jan-21	\$15.50	\$16.00	\$0.50	\$0	na	Yes	Yes	
	Paramedic Replacement - 3rd year	Jan-21	\$15.50	\$16.50	\$1.00	\$0	na	Yes	Yes	
Health & Human Services	Youth Connections Center (YCC) Coordinator	Jan-21	\$23.24	\$23.86	\$0.62	\$0	na	Yes	Yes	
	Youth Connection Support Specialists	Jan-21	\$19.00	na	\$0.00	\$0	na	Yes	Yes	
	Youth Connection Support Specialists	Jan-21	\$19.00	\$19.70	\$0.70	\$0	na	Yes	Yes	
Highway & Parks Seasonal	Seasonal Class I (start)	Jan-21	\$13.00	na	na	\$0	na	Yes	Yes	
	Seasonal Class II (second year)	Jan-21	\$13.50	na	na	\$0	na	Yes	Yes	
	Seasonal Class III (third year) & CDL	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes	
	Security Class IV	Jan-21	\$14.50	na	na	\$0	na	Yes	Yes	
	Stand by Bridge tender	Jan-21	\$17.75	na	na	\$0	na	Yes	Yes	
Library	Page Class I	Jan-21	\$11.00	na	na	\$0	na	Yes	Yes	
	Page Class II	Jan-21	\$12.00	na	na	\$0	na	Yes	Yes	
	Page Class III	Jan-21	\$13.00	na	na	\$0	na	Yes	Yes	
Museum	Museum Director	Jan-21	\$15.00	na	na	\$0	na	Yes	Yes	
	Assistant Curator - Part time	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes	
Sheriff's Department	Non Sworn Reserve Deputy	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes	
	Sworn Reserve Deputy	Jan-21	\$15.75	na	na	\$0	na	Yes	Yes	
	Reserve Coordinator - \$17.00 per hour	Jan-21	\$17.00	na	na	\$0	na	Yes	Yes	
	Court Security Class I	Jan-21	\$16.50	na	na	\$0	na	Yes	Yes	
	Court Security Class II	Jan-21	\$17.00	na	na	\$0	na	Yes	Yes	
Soil & Water	Court Security Class III	Jan-21	\$17.50	na	na	\$0	na	Yes	Yes	
	Invasive Species: Crew Lead (NEW Grant LTE Position \$17/hr)	Jan-21	\$28,967.00	\$28,967	\$0	\$0	na	Yes	Yes	
	Invasive Species	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes	
Invasive Species	Jan-21	\$14.00	na	na	\$0	na	Yes	Yes		
Defined Term Employment Positions			Current Rate	Proposed Rate (*based on successful evaluation on anniversary date)						
Health & Human Services	Treatment Court Coordinator	Jan-21	\$25.87	\$26.61	\$0.74	\$0	na	Yes	TBD	
	Diversion Case Manager	Jan-21	\$23.93	\$24.62	\$0.69	\$0	na	Yes	TBD	

Total of 2020 Proposed Changes

\$380,035

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund	210 - Jail Assessment						
	REVENUE						
	Department 58 - Jail Assessment						
46248	Jail Assessment	21,000.00	21,000.00	6,944.43	10,500.00	22,500.00	22,500.00
	Department 58 - Jail Assessment Totals	\$21,000.00	\$21,000.00	\$6,944.43	\$10,500.00	\$22,500.00	\$22,500.00
	REVENUE TOTALS	\$21,000.00	\$21,000.00	\$6,944.43	\$10,500.00	\$22,500.00	\$22,500.00
	EXPENSE						
	Department 58 - Jail Assessment						
	Sub-Department 2131 - Jail Assessment						
52301	Repair & Maintenance	21,000.00	21,000.00	6,166.15	10,500.00	22,500.00	22,500.00
	Sub-Department 2131 - Jail Assessment Totals	\$21,000.00	\$21,000.00	\$6,166.15	\$10,500.00	\$22,500.00	\$22,500.00
	Department 58 - Jail Assessment Totals	\$21,000.00	\$21,000.00	\$6,166.15	\$10,500.00	\$22,500.00	\$22,500.00
	EXPENSE TOTALS	\$21,000.00	\$21,000.00	\$6,166.15	\$10,500.00	\$22,500.00	\$22,500.00
	Fund 210 - Jail Assessment Totals						
	REVENUE TOTALS	\$21,000.00	\$21,000.00	\$6,944.43	\$10,500.00	\$22,500.00	\$22,500.00
	EXPENSE TOTALS	\$21,000.00	\$21,000.00	\$6,166.15	\$10,500.00	\$22,500.00	\$22,500.00
	Fund 210 - Jail Assessment Totals	\$0.00	\$0.00	\$778.28	\$0.00	\$0.00	\$0.00
	Net Grand Totals						
	REVENUE GRAND TOTALS	\$21,000.00	\$21,000.00	\$6,944.43	\$10,500.00	\$22,500.00	\$22,500.00
	EXPENSE GRAND TOTALS	\$21,000.00	\$21,000.00	\$6,166.15	\$10,500.00	\$22,500.00	\$22,500.00
	Net Grand Totals	\$0.00	\$0.00	\$778.28	\$0.00	\$0.00	\$0.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund	505 - Inmate Trust Accounts						
	REVENUE						
	Department 57 - Inmate Jail Fund						
46216	Inmate Admin Fees	850.00	850.00	181.06	425.00	850.00	850.00
46217	Inmate Entry Kits	1,800.00	1,800.00	520.40	900.00	1,800.00	1,800.00
46218	Indigent Sales	550.00	550.00	169.90	275.00	550.00	550.00
46225	Alcohol Monitoring Revenues	1,000.00	1,000.00	210.00	500.00	1,000.00	1,000.00
46235	Huber Laundry	2,000.00	2,000.00	504.04	1,000.00	2,000.00	2,000.00
46254	Barber Services	400.00	400.00	145.06	200.00	400.00	400.00
46255	Taxable Commissary Sales	20,000.00	20,000.00	18,366.67	10,000.00	20,000.00	20,000.00
46256	Huber Cards/Keys	25.00	25.00	25.00	12.00	25.00	25.00
46257	Property Damage	25.00	25.00	11.16	12.00	25.00	25.00
46258	Non-Tx Commissary Sales	40,000.00	40,000.00	.00	20,000.00	40,000.00	40,000.00
46264	Inmate Transportation	400.00	400.00	16.67	200.00	400.00	400.00
47116	Phone Revenues	80,000.00	80,000.00	27,486.11	40,000.00	80,000.00	80,000.00
	Department 57 - Inmate Jail Fund Totals	\$147,050.00	\$147,050.00	\$47,636.07	\$73,524.00	\$147,050.00	\$147,050.00
	REVENUE TOTALS	\$147,050.00	\$147,050.00	\$47,636.07	\$73,524.00	\$147,050.00	\$147,050.00
	EXPENSE						
	Department 57 - Inmate Jail Fund						
	Sub-Department 2130 - Jail Commissary						
52142	GED Testing Expense	2,000.00	2,000.00	.00	1,000.00	2,000.00	2,000.00
52206	Telephone	45,000.00	45,000.00	15,957.17	22,500.00	45,000.00	45,000.00
52796	Inmate Services Expense	2,250.00	2,250.00	1,350.00	1,125.00	2,250.00	2,250.00
52850	Barber Services	400.00	400.00	162.00	200.00	400.00	400.00
52851	Commissary Wholesale Cost	45,000.00	45,000.00	13,887.56	22,500.00	45,000.00	45,000.00
52854	Indigent Purchases	1,200.00	1,200.00	373.20	600.00	1,200.00	1,200.00
52855	Commissary Admin Fees	200.00	200.00	.00	100.00	200.00	200.00
52865	Inmate Transportation	400.00	400.00	.00	200.00	400.00	400.00
52866	Diversion Programming	5,000.00	5,000.00	12,911.96	2,500.00	5,000.00	5,000.00
52869	Alcohol Monitoring Fees	3,600.00	3,600.00	1,495.00	1,800.00	3,600.00	3,600.00
53101	Other Materials & Supplie	40,000.00	40,000.00	3,219.06	20,000.00	40,000.00	40,000.00
53104	Law Library	1,500.00	1,500.00	.00	750.00	1,500.00	1,500.00
55101.505	IS Chrg-Jail Commissary Jail Commissary	500.00	500.00	.00	250.00	500.00	500.00
	Sub-Department 2130 - Jail Commissary Totals	\$147,050.00	\$147,050.00	\$49,355.95	\$73,525.00	\$147,050.00	\$147,050.00
	Department 57 - Inmate Jail Fund Totals	\$147,050.00	\$147,050.00	\$49,355.95	\$73,525.00	\$147,050.00	\$147,050.00

Budget Worksheet Report

Budget Year 2021

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund	505 - Inmate Trust Accounts						
	EXPENSE TOTALS	\$147,050.00	\$147,050.00	\$49,355.95	\$73,525.00	\$147,050.00	\$147,050.00
Fund	505 - Inmate Trust Accounts Totals						
	REVENUE TOTALS	\$147,050.00	\$147,050.00	\$47,636.07	\$73,524.00	\$147,050.00	\$147,050.00
	EXPENSE TOTALS	\$147,050.00	\$147,050.00	\$49,355.95	\$73,525.00	\$147,050.00	\$147,050.00
Fund	505 - Inmate Trust Accounts Totals	\$0.00	\$0.00	(\$1,719.88)	(\$1.00)	\$0.00	\$0.00
	Net Grand Totals						
	REVENUE GRAND TOTALS	\$147,050.00	\$147,050.00	\$47,636.07	\$73,524.00	\$147,050.00	\$147,050.00
	EXPENSE GRAND TOTALS	\$147,050.00	\$147,050.00	\$49,355.95	\$73,525.00	\$147,050.00	\$147,050.00
	Net Grand Totals	\$0.00	\$0.00	(\$1,719.88)	(\$1.00)	\$0.00	\$0.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100	General Fund						
REVENUE							
Department 28 - Sheriff							
43302	St Aid Sheriff Training	10,000.00	10,000.00	.00	10,000.00	10,000.00	10,000.00
43305	St Aid Snowmobile Patrol	6,000.00	6,000.00	.00	6,000.00	6,000.00	6,000.00
43310	St Aid Highway Safety	.00	4,000.00	.00	.00	.00	.00
43320.0427 1	COPS-Anti-Methamphetamine COPS-Anti-Methamphetamine	.00	.00	1,876.60	.00	.00	.00
43332	St Aid SCAAP Grant	2,000.00	2,000.00	7,568.00	2,000.00	2,000.00	2,000.00
43338	St Aid Training Reimb	9,500.00	9,500.00	2,019.08	7,481.00	9,500.00	9,500.00
43532	St Aid Water Patrol	5,000.00	5,000.00	.00	5,000.00	5,000.00	5,000.00
43534	St Aid Bullet Proof Vest	7,207.00	7,207.00	.00	5,108.00	6,693.00	6,693.00
43548	St Aid Pre-Booking Diversion Grant	80,000.00	80,000.00	42,956.03	37,044.00	87,000.00	87,000.00
45102	Parking Ordinance Violatn	400.00	400.00	495.00	.00	400.00	400.00
45115	Alarm Ordinance Receipts	2,000.00	2,000.00	50.00	2,000.00	2,000.00	2,000.00
46201	Sheriff Copier Fees	1,300.00	1,300.00	552.70	747.00	1,300.00	1,300.00
46202	DNA Testing	1,000.00	1,000.00	.00	500.00	1,000.00	1,000.00
46203	Fingerprint Revenues	200.00	200.00	.00	100.00	120.00	120.00
46204	Sheriffs Dept Donations	.00	4,500.00	4,500.00	.00	500.00	500.00
46205	Huber Prisoner Board	130,000.00	130,000.00	25,679.04	65,000.00	130,000.00	130,000.00
46207	Reimbmnt Inmate Med Exp	6,000.00	6,000.00	1,873.55	3,000.00	6,000.00	6,000.00
46210	Drug Screening Fees	3,000.00	3,000.00	880.00	1,500.00	4,000.00	4,000.00
46211	Inmate Booking Fees	7,500.00	7,500.00	1,909.91	3,750.00	7,500.00	7,500.00
46212	Inmate Daily Fee	27,000.00	27,000.00	10,589.41	13,500.00	27,000.00	27,000.00
46213	Extradition Fees	300.00	300.00	.00	.00	.00	.00
46215	Sheriff Civil Fees	28,000.00	28,000.00	9,883.44	14,000.00	28,000.00	28,000.00
46219	Huber Transfer Fee	1,000.00	1,000.00	403.50	500.00	1,000.00	1,000.00
46221	Jail SS Incentive Payment	8,000.00	8,000.00	1,400.00	4,000.00	7,000.00	7,000.00
46223	Firearms Safety Course	500.00	500.00	.00	500.00	500.00	500.00
46224	Elect. Monitoring Fees	30,000.00	30,000.00	15,219.90	14,780.00	30,000.00	30,000.00
46225	Alcohol Monitoring Revenues	28,100.00	28,100.00	5,525.00	14,050.00	28,100.00	28,100.00
46226	Pre-Booking Diversion Program Fees	.00	.00	300.00	.00	1,000.00	1,000.00
46236	SRO's Revenue	186,300.00	186,300.00	.00	186,300.00	183,000.00	183,000.00
46237	CCJC Revenue	.00	.00	.00	.00	.00	5,000.00
46239	Inmate Brd Manitowoc	.00	.00	39,884.00	.00	.00	.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm						
Fund 100	General Fund												
REVENUE													
Department 28 - Sheriff													
46240	Prob/Parole Inmate Brd	30,000.00	30,000.00	.00	15,000.00	30,000.00	30,000.00						
46244	Inmate Brd Kewaunee	80,000.00	80,000.00	6,448.00	40,000.00	80,000.00	80,000.00						
<table border="1"> <thead> <tr> <th>Comments</th> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td></td> <td>Kewaunee has budgeted \$75,000 in 2021.</td> </tr> </tbody> </table>								Comments	Level	Comment	Dept Requested		Kewaunee has budgeted \$75,000 in 2021.
Comments	Level	Comment											
Dept Requested		Kewaunee has budgeted \$75,000 in 2021.											
46249	Prisoner Restitution	500.00	500.00	8.28	250.00	500.00	500.00						
46250	Patrol Escort Fees	500.00	500.00	.00	250.00	500.00	500.00						
46253	Sanctioned Inmates	300,000.00	300,000.00	55,203.26	150,000.00	300,000.00	300,000.00						
46401	Tax Intercept Collections	.00	.00	275.57	.00	.00	.00						
47110	Sheriff Reserve Charges	20,000.00	20,000.00	968.02	5,000.00	20,000.00	20,000.00						
47111.0413 1	Sheriff Res Chgs Residual Sheriff Reserves Chgs	2,900.00	2,900.00	180.00	725.00	2,900.00	2,900.00						
47116	Phone Revenues	100.00	100.00	43.61	50.00	100.00	100.00						
48302	Sale of Othr Co Own Prpty	200.00	200.00	200.00	200.00	200.00	200.00						
48403	Miscellaneous Receipts	100.00	100.00	.00	50.00	100.00	100.00						
48420	Witness Fees/Jury Duty	100.00	100.00	.00	50.00	100.00	100.00						
48510	Juvenile Outreach Revenue	2,000.00	2,000.00	.00	1,000.00	2,000.00	2,000.00						
48549	Canine Program Reimbursement	6,700.00	6,700.00	2,234.33	3,350.00	6,700.00	6,700.00						
48900	Reimb Overtime Wages	20,000.00	20,000.00	.00	5,000.00	20,000.00	20,000.00						
49204	Transfer Fr Vehicle Repl	138,082.00	138,082.00	.00	138,082.00	84,990.00	84,990.00						
Department 28 - Sheriff Totals		\$1,181,489.00	\$1,189,989.00	\$239,126.23	\$755,867.00	\$1,132,703.00	\$1,137,703.00						
REVENUE TOTALS		\$1,181,489.00	\$1,189,989.00	\$239,126.23	\$755,867.00	\$1,132,703.00	\$1,137,703.00						
EXPENSE													
Department 28 - Sheriff													
Sub-Department 1158 - Communications													
51207	Unemployment Compensation	.00	.00	846.31	.00	.00	.00						
52301	Repair & Maintenance	.00	.00	63.00	.00	.00	.00						
53106	Office Supplies	.00	.00	66.42	.00	.00	.00						
Sub-Department 1158 - Communications Totals		\$0.00	\$0.00	\$975.73	\$0.00	\$0.00	\$0.00						
Sub-Department 2100 - Jail-Sheriff													
51101	Salary & Wages	1,239,488.00	1,137,820.64	515,480.99	515,481.00	1,248,982.00	1,248,982.00						
51101.300P R	S&W Vac/PTO Vacation	.00	25,000.00	11,439.16	74,561.00	.00	.00						

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100	General Fund						
	EXPENSE						
	Department 28 - Sheriff						
	Sub-Department 2100 - Jail-Sheriff						
51101.310P	S&W Sick/EUSL Sick R	.00	35,000.00	24,387.80	12,613.00	.00	.00
51101.311P	PTO/Vac/Sick/EUSL Payout PTO/Vac/Sick/EUSL Payout R	.00	5,409.12	5,409.12	.00	.00	.00
51101.320P	S&W Holiday Holiday R	.00	10,000.00	3,995.60	25,405.00	.00	.00
51101.330P	S&W Comp Taken Comp Taken R	.00	10,000.00	6,410.65	31,010.00	.00	.00
51101.331P	S&W Comp Payout Comp Payout R	3,250.00	3,250.00	.00	3,250.00	3,250.00	3,250.00
51101.350P	S&W Funeral Funeral R	.00	.00	.00	1,000.00	.00	.00
51101.380P	S&W Trng/Meetng Trng/Meetng R	.00	5,000.00	1,317.40	14,000.00	.00	.00
51101.385P	S&W - COVID 19 R	.00	1,258.24	1,258.24	.00	.00	.00
51101.390P	S&W Personal Personal R	.00	10,000.00	5,706.98	10,293.00	.00	.00
51102	Salary & Wages Part Time	227,952.00	225,952.00	112,921.90	112,921.00	228,539.00	228,539.00
51102.379P	PT Trng/Mtg PT Trng/Mtg R	.00	2,000.00	1,407.44	1,700.00	.00	.00
51103.510P	S&W Other Shft 1 Premium Shift 1 Premium R	9,500.00	9,500.00	5,995.28	5,000.00	9,500.00	9,500.00
51103.530P	S&W Other Shft 3 Premium Shift 3 Premium R	6,400.00	6,400.00	3,837.60	3,000.00	6,400.00	6,400.00
51103.540P	S&W Other OIC OIC Premium R	3,500.00	3,500.00	1,639.41	1,600.00	3,500.00	3,500.00
51103.550P	S&W Other FTO Premium FTO Premium R	1,900.00	1,900.00	350.60	1,550.00	1,900.00	1,900.00
51104	Overtime	15,800.00	15,800.00	8,781.75	7,019.00	15,800.00	15,800.00
51104.241P	OT Court OT Court R	300.00	300.00	.00	150.00	300.00	300.00
51104.242P	OT Training OT Training R	10,800.00	10,800.00	1,769.35	5,400.00	9,500.00	9,500.00
51104.244P	OT Trnsprt OT Trnsprt R	500.00	500.00	.00	250.00	500.00	500.00
51104.245P	OT Shft Cvrg OT Shft Cvrg R	65,000.00	65,000.00	9,115.06	32,500.00	65,000.00	65,000.00
51104.246P	OT Invstgtn OT Invstgtn R	300.00	300.00	197.39	103.00	300.00	300.00
51105	Longevity	464.00	464.00	.00	464.00	482.00	482.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 28 - Sheriff							
Sub-Department 2100 - Jail-Sheriff							
51108.220P R	OT Holiday OT Holiday	31,500.00	31,500.00	3,594.90	27,905.00	31,500.00	31,500.00
51201	Social Security	123,674.00	123,674.00	53,534.82	53,535.00	124,347.00	124,347.00
51202	Retirement	186,480.00	186,480.00	83,538.03	83,538.00	182,804.00	182,804.00
51203	Dental Insurance	23,451.00	23,451.00	11,934.00	11,934.00	22,773.00	22,773.00
51204	Health Insurance	451,584.00	451,584.00	245,592.22	245,592.00	437,184.00	437,184.00
51205	Life Insurance	379.00	379.00	188.68	189.00	376.00	376.00
51206	Workers Compensation	47,730.00	47,730.00	20,098.61	20,099.00	45,235.00	45,235.00
51290	Clothing Allowance	4,000.00	4,000.00	3,285.00	715.00	4,000.00	4,000.00
52101	Professional Services	3,000.00	3,000.00	561.47	2,300.00	2,500.00	2,500.00
52111	Medical Services	9,000.00	9,000.00	646.13	4,500.00	9,000.00	9,000.00
52157	Prisoner Transport	8,000.00	8,000.00	.00	6,000.00	8,000.00	8,000.00
52206	Telephone	3,700.00	3,700.00	1,036.27	1,037.00	3,200.00	3,200.00
52207	Teletype	11,500.00	11,500.00	5,628.00	5,628.00	12,000.00	12,000.00
52402	Membership Dues	75.00	75.00	.00	.00	75.00	75.00
52403	Advertising & Legal Notic	100.00	100.00	.00	50.00	100.00	100.00
52404	Filing Fees	100.00	100.00	.00	50.00	100.00	100.00
52415	Prisoner Medical Expense	266,900.00	266,900.00	155,611.47	112,890.00	271,000.00	271,000.00
52425	Interpretor Services	500.00	500.00	.00	250.00	250.00	250.00
52429	Laundry Expense	2,700.00	2,700.00	679.90	1,350.00	2,700.00	2,700.00
52462	Notary Bond Renewal	200.00	200.00	50.00	100.00	200.00	200.00
52718	Electronic Monitoring	23,000.00	23,000.00	8,317.25	11,500.00	24,000.00	24,000.00
52869	Alcohol Monitoring Fees	16,900.00	16,900.00	3,300.70	8,450.00	13,200.00	13,200.00
53102	Postage	1,200.00	1,200.00	274.50	600.00	1,000.00	1,000.00
53106	Office Supplies	9,000.00	9,000.00	1,228.23	4,500.00	8,000.00	8,000.00
53125	Drug Screening Supplies	2,500.00	2,500.00	.00	2,500.00	4,600.00	4,600.00
53127	Jail Supplies	8,000.00	8,000.00	2,385.88	4,000.00	7,000.00	7,000.00
53133	Janitorial Supplies	8,000.00	8,000.00	2,776.69	4,000.00	7,000.00	7,000.00
53138	Uniform Allow Reimb	8,500.00	8,500.00	4,411.89	4,088.00	8,000.00	8,000.00
53145	Kitchen Supplies	3,000.00	3,000.00	1,796.85	1,203.00	4,000.00	4,000.00
54101	Conference Fees & Training	8,000.00	8,000.00	1,993.56	4,000.00	8,000.00	8,000.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100	General Fund						
	EXPENSE						
	Department 28 - Sheriff						
	Sub-Department 2100 - Jail-Sheriff						
54102	Training Mile,Meals,Lodge	8,300.00	8,300.00	372.90	4,150.00	8,300.00	8,300.00
54102.0421	Taxable Meals Taxable Meals	200.00	200.00	197.41	50.00	200.00	200.00
1							
55101.100	IS Chgs-General Fd General Fund	300.00	300.00	.00	150.00	300.00	300.00
55106	Printing	2,700.00	2,700.00	957.00	1,350.00	3,000.00	3,000.00
55107	Leased Copying	3,500.00	3,500.00	1,520.13	1,980.00	4,500.00	4,500.00
55124	CCJC Program	33,000.00	33,000.00	10,021.81	16,500.00	5,000.00	5,000.00
58158	SCAAP Expense	2,000.00	2,000.00	498.00	1,000.00	2,000.00	2,000.00
59105	Jail Meals	180,000.00	180,000.00	69,440.05	110,560.00	205,000.00	205,000.00
59153.0421	Operational Taxable Meals Taxable Meals	50.00	50.00	.00	25.00	50.00	50.00
1							
	Sub-Department 2100 - Jail-Sheriff Totals	\$3,077,877.00	\$3,077,877.00	\$1,416,894.07	\$1,617,538.00	\$3,064,447.00	\$3,064,447.00
	Sub-Department 2101 - Sheriff's Department						
51101	Salary & Wages	2,064,922.00	1,890,759.76	887,642.37	887,642.00	2,095,141.00	2,095,141.00
51101.300P	S&W Vac/PTO Vacation	.00	80,000.00	34,827.34	89,500.00	.00	.00
R							
51101.310P	S&W Sick/EUSL Sick	.00	24,000.00	9,852.42	22,500.00	.00	.00
R							
51101.320P	S&W Holiday Holiday	.00	25,000.00	8,937.72	36,062.00	.00	.00
R							
51101.330P	S&W Comp Taken Comp Taken	.00	10,000.00	6,579.62	21,402.00	.00	.00
R							
51101.331P	S&W Comp Payout Comp Payout	15,500.00	15,500.00	.00	15,500.00	14,500.00	14,500.00
R							
51101.350P	S&W Funeral Funeral	.00	.00	.00	1,500.00	.00	.00
R							
51101.380P	S&W Trng/Meetng Trng/Meetng	.00	15,000.00	5,559.83	31,500.00	.00	.00
R							
51101.385P	S&W - COVID 19	.00	5,162.24	5,162.24	.00	.00	.00
R							
51101.390P	S&W Personal Personal	.00	15,000.00	7,934.66	15,265.00	.00	.00
R							
51103.510P	S&W Other Shft 1 Premium Shift 1 Premium	7,200.00	7,200.00	5,920.41	3,600.00	7,800.00	7,800.00
R							
51103.530P	S&W Other Shft 3 Premium Shift 3 Premium	7,100.00	7,100.00	4,704.73	3,550.00	7,300.00	7,300.00
R							
51103.540P	S&W Other OIC OIC Premium	4,300.00	4,300.00	1,711.24	2,150.00	4,000.00	4,000.00
R							

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm						
Fund 100 - General Fund													
EXPENSE													
Department 28 - Sheriff													
Sub-Department 2101 - Sheriff's Department													
51103.550P R	S&W Other FTO Premium	1,500.00	1,500.00	658.11	842.00	1,500.00	1,500.00						
51104	Overtime	29,000.00	29,000.00	17,817.06	11,183.00	29,000.00	29,000.00						
51104.241P R	OT Court OT Court	2,500.00	2,500.00	144.45	1,250.00	2,500.00	2,500.00						
51104.242P R	OT Training OT Training	14,000.00	14,000.00	3,561.49	7,000.00	14,000.00	14,000.00						
51104.244P R	OT Trnsprt OT Trnsprt	5,000.00	5,000.00	1,217.45	2,500.00	5,000.00	5,000.00						
51104.245P R	OT Shft Cvrg OT Shft Cvrg	42,000.00	42,000.00	4,753.28	21,000.00	42,000.00	42,000.00						
51104.246P R	OT Invstgtn OT Invstgtn	27,000.00	27,000.00	4,756.96	13,500.00	27,000.00	27,000.00						
51105	Longevity	3,431.00	3,431.00	.00	3,431.00	3,167.00	3,167.00						
51108.220P R	OT Holiday OT Holiday	43,000.00	43,000.00	4,646.34	38,354.00	43,000.00	43,000.00						
51201	Social Security	173,384.00	173,384.00	74,574.31	74,574.00	175,637.00	175,637.00						
51202	Retirement	272,166.00	272,166.00	116,636.06	116,636.00	264,300.00	264,300.00						
51203	Dental Insurance	34,505.00	34,505.00	17,191.48	17,191.00	34,505.00	34,505.00						
51204	Health Insurance	636,480.00	636,480.00	322,545.38	322,545.00	612,000.00	612,000.00						
51205	Life Insurance	700.00	700.00	328.32	328.00	650.00	650.00						
51206	Workers Compensation	64,425.00	64,425.00	27,123.55	27,124.00	61,495.00	61,495.00						
51290	Clothing Allowance	6,500.00	6,500.00	4,399.04	2,101.00	6,500.00	6,500.00						
52206	Telephone	32,000.00	32,000.00	10,327.72	21,672.00	32,000.00	32,000.00						
52301	Repair & Maintenance	4,500.00	4,500.00	1,171.75	1,172.00	2,200.00	5,700.00						
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Co Admin/Fi Dir Recomm</td> <td>Added \$3,500 for Radio Maint</td> </tr> </tbody> </table>								Comments		Level	Comment	Co Admin/Fi Dir Recomm	Added \$3,500 for Radio Maint
Comments													
Level	Comment												
Co Admin/Fi Dir Recomm	Added \$3,500 for Radio Maint												
52303	Repair & Maint-Vehicles	60,000.00	60,000.00	13,275.52	46,724.00	60,000.00	60,000.00						
52320	R&M Marine Craft	2,700.00	2,700.00	60.00	2,640.00	2,700.00	2,700.00						
52401	Contracted Services	62,405.00	62,405.00	36,034.60	26,371.00	61,344.00	61,344.00						
52402	Membership Dues	950.00	950.00	729.00	221.00	950.00	950.00						
52403	Advertising & Legal Notic	150.00	150.00	.00	75.00	150.00	150.00						
52404	Filing Fees	100.00	100.00	.00	50.00	100.00	100.00						

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 28 - Sheriff							
Sub-Department 2101 - Sheriff's Department							
52414	Investigative Expense	20,000.00	20,000.00	2,290.94	17,709.00	20,000.00	20,000.00
52462	Notary Bond Renewal	50.00	50.00	.00	50.00	50.00	50.00
53101	Other Materials & Supplie	3,000.00	2,921.00	304.02	2,617.00	3,000.00	3,000.00
53101.0610	Oth Mat-Firearm Supplies Firearms Supplies	15,000.00	15,000.00	.00	15,000.00	15,000.00	15,000.00
1							
53101.0610	Oth Mat-Bullet Proof Vest	14,414.00	14,414.00	.00	14,414.00	13,386.00	13,386.00
2							
53102	Postage	2,000.00	2,000.00	580.40	1,000.00	2,000.00	2,000.00
53106	Office Supplies	6,400.00	6,400.00	3,166.95	3,233.00	6,400.00	6,400.00
53126	Photography Supplies	100.00	100.00	90.29	9.00	100.00	100.00
53136	Non-CIP Less than \$5000	7,432.00	16,011.00	12,011.00	4,000.00	11,868.00	11,868.00
53138	Uniform Allow Reimb	12,000.00	12,000.00	2,090.32	9,910.00	12,000.00	12,000.00
53140	Gasoline, Oil & Antifreez	130,000.00	130,000.00	47,533.99	69,000.00	120,000.00	120,000.00
54101	Conference Fees & Training	9,400.00	9,400.00	181.50	4,700.00	9,400.00	9,400.00
54102	Training Mile,Meals,Lodge	4,900.00	4,900.00	334.37	2,450.00	4,900.00	4,900.00
54102.0421	Taxable Meals Taxable Meals	350.00	350.00	20.00	175.00	350.00	350.00
1							
54111	Conf/Workshop Expense	1,500.00	1,500.00	.00	.00	1,500.00	1,500.00
54117	Recertification Trng WI	10,000.00	8,714.53	3,924.88	4,490.00	10,000.00	10,000.00
55101.100	IS Chgs-General Fd General Fund	1,200.00	2,485.47	2,485.47	.00	1,200.00	1,200.00
55106	Printing	1,600.00	1,600.00	270.00	800.00	1,600.00	1,600.00
55107	Leased Copying	2,600.00	2,600.00	1,332.98	1,267.00	3,300.00	3,300.00
59119	Background Checks	1,400.00	1,400.00	636.45	763.00	1,400.00	1,400.00
59120	Employee Med. Exam/Tests	1,300.00	1,300.00	123.00	650.00	1,300.00	1,300.00
59153	Operational Travel Exp	300.00	300.00	39.50	150.00	300.00	300.00
59153.0421	Operational Taxable Meals Taxable Meals	200.00	200.00	.00	100.00	200.00	200.00
1							
59184	Community Outreach Expense	10,000.00	10,000.00	2,551.50	7,448.00	10,000.00	10,000.00
69901	Capital Outlay	.00	.00	.00	.00	14,118.00	14,118.00
69910	Vehicle Replmt Purchases	138,082.00	138,082.00	(30,266.36)	138,082.00	84,990.00	84,990.00
69910.3211	Vehicle Replmt Funding Vehicle Replmnt Funding	209,613.00	209,613.00	.00	209,613.00	268,144.00	268,144.00
3							
Sub-Department 2101 - Sheriff's Department Totals		\$4,220,259.00	\$4,228,759.00	\$1,690,485.65	\$2,396,285.00	\$4,226,945.00	\$4,230,445.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 28 - Sheriff							
Sub-Department 2102 - Special Deputy							
51102.127P R	Special Deputy Special Deputy	20,000.00	15,000.00	3,393.13	7,500.00	20,000.00	20,000.00
51201	Social Security	1,530.00	1,530.00	263.74	765.00	1,530.00	1,530.00
51206	Workers Compensation	604.00	604.00	96.71	302.00	570.00	570.00
59153.0421 1	Operational Taxable Meals Taxable Meals	250.00	250.00	55.12	125.00	250.00	250.00
Sub-Department 2102 - Special Deputy Totals		\$22,384.00	\$17,384.00	\$3,808.70	\$8,692.00	\$22,350.00	\$22,350.00
Sub-Department 2104 - Sheriff's Reserves							
51102.123P R	Sworn Reserve Sworn Reserve	15,000.00	12,176.31	988.37	7,500.00	15,000.00	15,000.00
51102.124P R	Non-Sworn Reserve Non-Swrn Reserve	17,500.00	17,500.00	2,212.66	8,750.00	17,500.00	17,500.00
51201	Social Security	2,486.00	2,486.00	245.03	1,243.00	2,486.00	2,486.00
51202	Retirement	.00	35.69	35.69	36.00	.00	.00
51206	Workers Compensation	982.00	982.00	82.61	491.00	926.00	926.00
51207	Unemployment Compensation	.00	288.00	288.00	.00	.00	.00
53138	Uniform Allow Reimb	2,000.00	2,000.00	509.95	1,490.00	2,000.00	2,000.00
53153	Reserve Residual Expense	3,000.00	3,000.00	864.37	2,136.00	3,000.00	3,000.00
54101	Conference Fees & Training	250.00	250.00	.00	125.00	250.00	250.00
54102	Training Mile,Meals,Lodge	250.00	250.00	.00	125.00	250.00	250.00
54102.0421 1	Taxable Meals Taxable Meals	100.00	100.00	.00	50.00	100.00	100.00
Sub-Department 2104 - Sheriff's Reserves Totals		\$41,568.00	\$39,068.00	\$5,226.68	\$21,946.00	\$41,512.00	\$41,512.00
Sub-Department 2105 - Court Sec/Prisoner Trans							
51101	Salary & Wages	133,896.00	121,146.00	55,713.40	55,713.00	134,605.00	134,605.00
51101.300P R	S&W Vac/PTO Vacation	.00	5,000.00	1,459.91	6,306.00	.00	.00
51101.310P R	S&W Sick/EUSL Sick	.00	1,000.00	615.04	637.00	.00	.00
51101.320P R	S&W Holiday Holiday	.00	2,500.00	919.34	3,290.00	.00	.00
51101.330P R	S&W Comp Taken Comp Taken	.00	1,500.00	898.80	899.00	.00	.00
51101.331P R	S&W Comp Payout Comp Payout	2,300.00	2,300.00	.00	2,300.00	1,800.00	1,800.00
51101.380P R	S&W Trng/Meetng Trng/Meetng	.00	1,500.00	979.05	.00	.00	.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 28 - Sheriff							
Sub-Department 2105 - Court Sec/Prisoner Trans							
51101.390P R	S&W Personal Personal	.00	1,250.00	770.40	510.00	.00	.00
51103.510P R	S&W Other Shft 1 Premium Shift 1 Premium	25.00	25.00	3.00	13.00	25.00	25.00
51103.530P R	S&W Other Shft 3 Premium Shift 3 Premium	350.00	650.00	505.54	180.00	350.00	350.00
51104	Overtime	1,500.00	1,500.00	1,155.60	750.00	1,750.00	1,750.00
51104.242P R	OT Training OT Training	300.00	300.00	.00	150.00	300.00	300.00
51104.244P R	OT Trnsprt OT Trnsprt	2,700.00	2,700.00	9.51	2,100.00	2,700.00	2,700.00
51104.245P R	OT Shft Cvrg OT Shft Cvrg	7,000.00	6,700.00	734.30	3,500.00	7,000.00	7,000.00
51105	Longevity	1,073.00	1,073.00	.00	1,073.00	1,109.00	1,109.00
51201	Social Security	11,409.00	11,409.00	4,695.54	4,696.00	11,447.00	11,447.00
51202	Retirement	18,628.00	18,628.00	7,485.89	7,486.00	17,717.00	17,717.00
51203	Dental Insurance	2,556.00	2,556.00	1,278.24	1,278.00	2,556.00	2,556.00
51204	Health Insurance	48,960.00	48,960.00	26,208.00	26,208.00	48,960.00	48,960.00
51205	Life Insurance	37.00	37.00	19.80	20.00	40.00	40.00
51206	Workers Compensation	4,504.00	4,504.00	1,817.24	1,817.00	4,343.00	4,343.00
51290	Clothing Allowance	300.00	300.00	300.00	.00	300.00	300.00
53101	Other Materials & Supplie	1,500.00	1,500.00	.00	750.00	1,500.00	1,500.00
53138	Uniform Allow Reimb	1,000.00	1,000.00	.00	500.00	1,000.00	1,000.00
59123	License Fees	150.00	150.00	.00	150.00	150.00	150.00
59153.0421 1	Operational Taxable Meals Taxable Meals	350.00	350.00	.00	175.00	350.00	350.00
Sub-Department 2105 - Court Sec/Prisoner Trans Totals		\$238,538.00	\$238,538.00	\$105,568.60	\$120,501.00	\$238,002.00	\$238,002.00
Sub-Department 2107 - School Resource Officer							
51101	Salary & Wages	188,291.00	173,791.00	84,285.61	84,286.00	189,288.00	189,288.00
51101.300P R	S&W Vac/PTO Vacation	.00	6,000.00	2,716.94	2,717.00	.00	.00
51101.310P R	S&W Sick/EUSL Sick	.00	2,000.00	1,364.25	1,364.00	.00	.00
51101.320P R	S&W Holiday Holiday	.00	2,000.00	865.42	4,014.00	.00	.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 28 - Sheriff							
Sub-Department 2107 - School Resource Officer							
51101.330P	S&W Comp Taken Comp Taken	.00	2,000.00	811.49	3,425.00	.00	.00
R							
51101.331P	S&W Comp Payout Comp Payout	1,800.00	1,800.00	.00	1,800.00	3,000.00	3,000.00
R							
51101.380P	S&W Trng/Meetng Trng/Meetng	.00	1,000.00	.00	.00	.00	.00
R							
51101.390P	S&W Personal Personal	.00	1,500.00	770.40	.00	.00	.00
R							
51103.510P	S&W Other Shft 1 Premium Shift 1 Premium	125.00	125.00	1.51	13.00	25.00	25.00
R							
51103.530P	S&W Other Shft 3 Premium Shift 3 Premium	475.00	975.00	729.04	137.00	325.00	325.00
R							
51104	Overtime	10,000.00	10,000.00	1,420.42	3,455.00	9,000.00	9,000.00
51104.242P	OT Training OT Training	1,000.00	1,000.00	.00	626.00	1,000.00	1,000.00
R							
51104.244P	OT Trnsprt OT Trnsprt	2,000.00	1,500.00	.00	750.00	1,500.00	1,500.00
R							
51104.246P	OT Invstgtn OT Invstgtn	2,000.00	2,000.00	541.69	1,577.00	3,000.00	3,000.00
R							
51201	Social Security	15,735.00	15,735.00	6,841.66	6,842.00	15,846.00	15,846.00
51202	Retirement	25,691.00	25,691.00	10,977.69	10,978.00	24,525.00	24,525.00
51203	Dental Insurance	3,834.00	3,834.00	1,917.36	1,917.00	3,834.00	3,834.00
51204	Health Insurance	73,440.00	73,440.00	39,744.00	39,744.00	73,440.00	73,440.00
51205	Life Insurance	58.00	58.00	29.64	30.00	59.00	59.00
51206	Workers Compensation	6,212.00	6,212.00	2,664.91	2,665.00	5,903.00	5,903.00
51290	Clothing Allowance	450.00	450.00	450.00	.00	450.00	450.00
53138	Uniform Allow Reimb	1,000.00	1,000.00	.00	450.00	1,000.00	1,000.00
59145	Juvenile Outreach Expenses	12,000.00	12,000.00	3,697.50	6,000.00	12,000.00	12,000.00
Sub-Department 2107 - School Resource Officer		\$344,111.00	\$344,111.00	\$159,829.53	\$172,790.00	\$344,195.00	\$344,195.00
Totals							
Sub-Department 2108 - Humane Officer							
52101	Professional Services	4,000.00	1,000.00	.00	1,000.00	4,000.00	4,000.00
52125	Animal Hlth-Seizure Exp	1,000.00	11,500.00	11,270.04	6,000.00	4,000.00	4,000.00
Sub-Department 2108 - Humane Officer		\$5,000.00	\$12,500.00	\$11,270.04	\$7,000.00	\$8,000.00	\$8,000.00
Totals							

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm						
Fund 100 - General Fund													
EXPENSE													
Department 28 - Sheriff													
Sub-Department 2124 - Washington Island Support													
52110	Police Serv Washington Is	106,100.00	106,100.00	.00	106,100.00	107,957.00	107,957.00						
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>1.075% increase based on CPI per County Administrator. PJM</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	1.075% increase based on CPI per County Administrator. PJM
Comments													
Level	Comment												
Dept Requested	1.075% increase based on CPI per County Administrator. PJM												
69910.32113	Vehicle Replmt Funding Vehicle Replmnt Funding	2,645.00	2,645.00	.00	.00	6,479.00	6,479.00						
Sub-Department 2124 - Washington Island Support Totals		\$108,745.00	\$108,745.00	\$0.00	\$106,100.00	\$114,436.00	\$114,436.00						
Sub-Department 2139 - Canine Program													
52111	Medical Services	.00	.00	1,834.42	.00	.00	.00						
53136	Non-CIP Less than \$5000	6,700.00	6,700.00	219.19	.00	.00	.00						
Sub-Department 2139 - Canine Program Totals		\$6,700.00	\$6,700.00	\$2,053.61	\$0.00	\$0.00	\$0.00						
Sub-Department 2140 - Pre-Booking Diversion													
52702	Consulting Services	20,643.00	20,643.00	1,210.60	10,322.00	21,156.00	21,156.00						
53102	Postage	.00	.00	3.00	.00	.00	.00						
53110	Operating Supplies	7,806.00	7,806.00	6,460.72	1,346.00	6,350.00	6,350.00						
54102	Training Mile,Meals,Lodge	4,000.00	4,000.00	.00	2,000.00	8,459.00	8,459.00						
55301	S& W Allocation	28,441.00	28,441.00	8,621.47	19,820.00	29,939.00	29,939.00						
55303	Fringe Bene Allocation - Grants	19,110.00	19,110.00	6,411.27	12,699.00	21,096.00	21,096.00						
Sub-Department 2140 - Pre-Booking Diversion Totals		\$80,000.00	\$80,000.00	\$22,707.06	\$46,187.00	\$87,000.00	\$87,000.00						
Department 28 - Sheriff Totals		\$8,145,182.00	\$8,153,682.00	\$3,418,819.67	\$4,497,039.00	\$8,146,887.00	\$8,150,387.00						
EXPENSE TOTALS		\$8,145,182.00	\$8,153,682.00	\$3,418,819.67	\$4,497,039.00	\$8,146,887.00	\$8,150,387.00						
Fund 100 - General Fund Totals													
REVENUE TOTALS		\$1,181,489.00	\$1,189,989.00	\$239,126.23	\$755,867.00	\$1,132,703.00	\$1,137,703.00						
EXPENSE TOTALS		\$8,145,182.00	\$8,153,682.00	\$3,418,819.67	\$4,497,039.00	\$8,146,887.00	\$8,150,387.00						
Fund 100 - General Fund Totals		(\$6,963,693.00)	(\$6,963,693.00)	(\$3,179,693.44)	(\$3,741,172.00)	(\$7,014,184.00)	(\$7,012,684.00)						
Net Grand Totals													
REVENUE GRAND TOTALS		\$1,181,489.00	\$1,189,989.00	\$239,126.23	\$755,867.00	\$1,132,703.00	\$1,137,703.00						
EXPENSE GRAND TOTALS		\$8,145,182.00	\$8,153,682.00	\$3,418,819.67	\$4,497,039.00	\$8,146,887.00	\$8,150,387.00						
Net Grand Totals		(\$6,963,693.00)	(\$6,963,693.00)	(\$3,179,693.44)	(\$3,741,172.00)	(\$7,014,184.00)	(\$7,012,684.00)						



Door County Emergency Services

916 N 14th Ave.
Sturgeon Bay, WI 54235

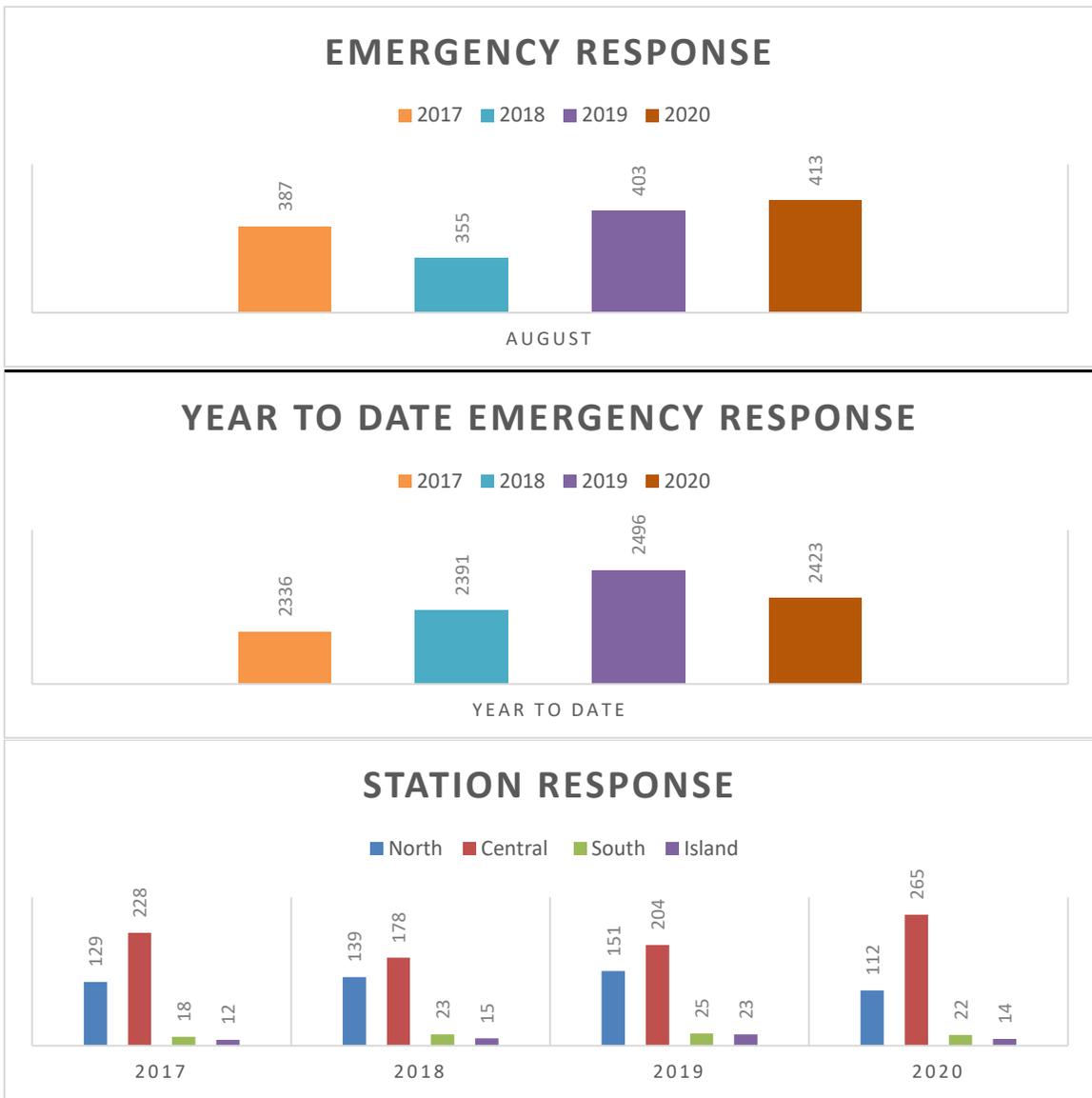
Aaron LeClair, Director

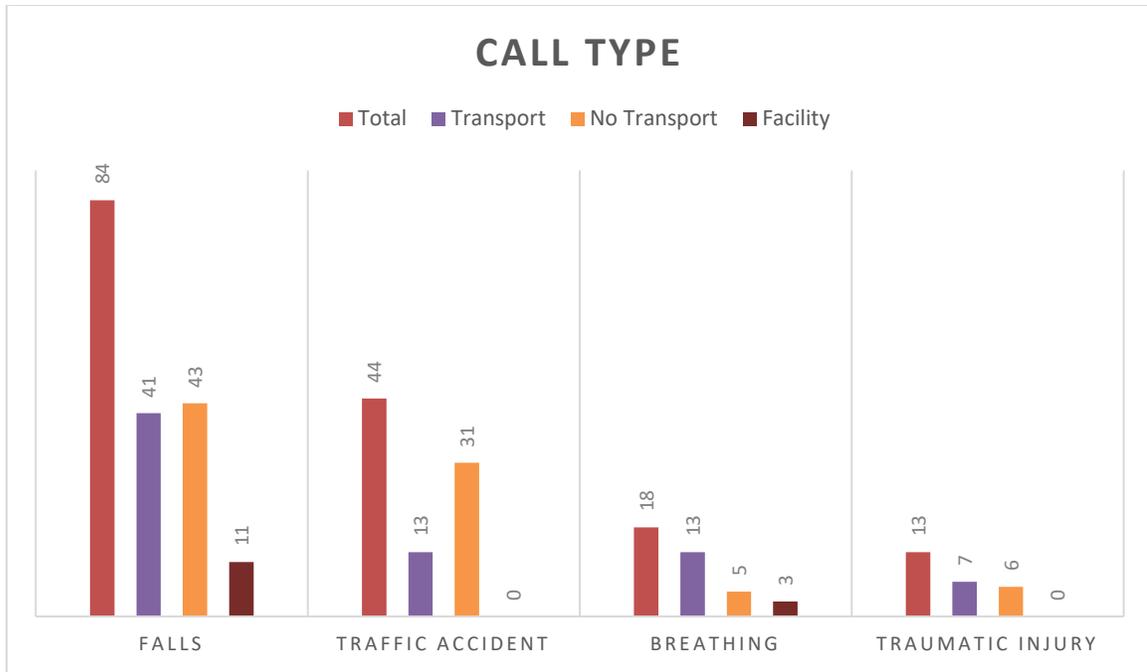
09/08/2020

TO: Public Safety Committee

FROM: Aaron LeClair

RE: Operations Summary – August 2020





Training Programs:

One EMT and one paramedic completed the field training program.
 Two EMT's are in the field training program.
 Personnel are participating on-line, in-house training programs, and Squad Meetings.

COVID:

The department continues to procure PPE to ensure the safety of our personnel.
 Shift rotations were altered and remain in place to limit potential exposures between personnel.

Operational Analysis:

The department continues to work on the operational analysis of the department. As discussed before, this analysis will review all aspects of the department.
 The immediate area of focus is short and long term staffing.

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
REVENUE							
Department 29 - Emergency Services							
43307.001	Act 102 Grant - Equipment & Supplies	.00	.00	.00	.00	4,000.00	4,000.00
43307.002	Act 102 Grant - Training	.00	.00	.00	.00	4,000.00	4,000.00
43605.0001	St Aid HHS CARES-Covid-19 Stimulus	.00	.00	30,383.91	.00	.00	.00
46230	Emergency Services	1,907,000.00	1,907,000.00	914,102.04	900,000.00	1,926,070.00	1,935,500.00
46230.6301	Medicare/Champus Adjs Medicare/Champus Adjs	(606,000.00)	(606,000.00)	(418,534.30)	187,000.00	(612,060.00)	(612,060.00)
46230.6302	Removal Fr Current Record Removal Fr Current Record	(10,000.00)	(10,000.00)	(11,649.40)	.00	(10,000.00)	(10,000.00)
46230.6303	Small Claim Ptmnts Small Claim Pymnts	(10,000.00)	(10,000.00)	.00	.00	.00	.00
46230.6304	Overpaid Accts Overpaid Accts	.00	.00	(4,007.36)	5,000.00	(10,000.00)	.00
46230.6305	Insurance Refunds Insurance Refunds	.00	.00	5,029.02	.00	.00	.00
46232	EMS-Medicare & Commer Int	.00	.00	103.10	.00	.00	.00
48430	Events Reimbursement	2,400.00	2,400.00	.00	.00	2,400.00	2,400.00
49204	Transfer Fr Vehicle Repl	279,200.00	279,200.00	.00	233,878.00	195,600.00	195,600.00
Department 29 - Emergency Services Totals		\$1,562,600.00	\$1,562,600.00	\$515,427.01	\$1,325,878.00	\$1,500,010.00	\$1,519,440.00
REVENUE TOTALS		\$1,562,600.00	\$1,562,600.00	\$515,427.01	\$1,325,878.00	\$1,500,010.00	\$1,519,440.00
EXPENSE							
Department 29 - Emergency Services							
Sub-Department 2112 - Emergency Services							
51101	Salary & Wages	1,477,307.00	1,477,307.00	421,162.54	740,487.00	1,555,018.00	1,555,018.00
51101.205P R	S&W Scheduled OT Scheduled OT	.00	.00	254,055.72	.00	.00	.00
51101.300P R	S&W Vac/PTO Vacation	.00	.00	20,104.72	.00	.00	.00
51101.310P R	S&W Sick/EUSL Sick	.00	.00	26,930.24	.00	.00	.00
51101.320P R	S&W Holiday Holiday	.00	.00	10,247.28	.00	.00	.00
51101.390P R	S&W Personal Personal	.00	.00	4,322.68	.00	.00	.00
51102.103P R	EMT Call Call	254,040.00	254,040.00	114,399.65	139,640.00	254,040.00	254,040.00
51102.120P R	EMT On Duty On Duty	72,540.00	72,540.00	33,351.17	39,188.00	72,540.00	72,540.00
51102.122P R	EMT Replacement Replacement	141,825.00	141,825.00	45,311.66	96,500.00	141,825.00	141,825.00
51104.210P R	Unscheduled OT Unsch OT C&N	252,556.00	252,556.00	.00	250,000.00	252,556.00	252,556.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 29 - Emergency Services							
Sub-Department 2112 - Emergency Services							
51104.240P R	Premium OT Premium OT	4,460.00	4,460.00	.00	2,000.00	4,460.00	4,460.00
51104.302P R	Vacation OT Vacation OT	.00	.00	16,512.25	.00	.00	.00
51104.312P R	Sick OT	.00	.00	6,229.84	.00	.00	.00
51104.313P R	Personal OT	.00	.00	6,405.12	.00	.00	.00
51104.385P R	Required Trng Required Trng	14,568.00	14,568.00	.00	14,000.00	14,568.00	14,568.00
51105	Longevity	3,883.00	3,883.00	.00	3,883.00	3,749.00	3,749.00
51108	Holiday	68,498.00	68,498.00	.00	68,498.00	68,498.00	68,498.00
51108.220P R	OT Holiday OT Holiday	38,530.00	38,530.00	.00	38,530.00	38,530.00	38,530.00
51111.266	Per Diem Law Enforcement Law Enforcement	6,540.00	6,540.00	1,580.00	4,960.00	6,540.00	.00
51117	On Call Compensation	6,388.00	6,388.00	2,887.30	3,500.00	6,388.00	6,388.00
51201	Social Security	179,097.00	179,097.00	71,051.24	108,046.00	185,031.00	184,531.00
51202	Retirement	232,709.00	232,709.00	91,915.34	140,790.00	235,325.00	235,325.00
51203	Dental Insurance	23,258.00	23,258.00	12,397.92	10,861.00	24,792.00	24,792.00
51204	Health Insurance	455,828.00	455,828.00	239,443.20	216,380.00	461,490.00	461,490.00
51205	Life Insurance	414.00	414.00	257.04	156.00	502.00	502.00
51206	Workers Compensation	99,529.00	99,529.00	38,116.81	61,413.00	95,772.00	95,760.00
51207	Unemployment Compensation	.00	.00	162.00	.00	.00	.00
51290	Clothing Allowance	.00	.00	384.36	.00	.00	.00
52103	Independent Audit/Account	1,500.00	1,500.00	543.00	500.00	1,500.00	1,500.00
52107	Medical Directors	5,000.00	5,000.00	1,125.00	3,000.00	4,000.00	4,000.00
52203	Fuel-Heating	18,800.00	18,800.00	4,835.36	6,000.00	13,000.00	.00
52205	Utilities	12,500.00	12,500.00	6,774.42	7,000.00	14,500.00	34,000.00
52206	Telephone	10,440.00	10,440.00	3,053.60	6,000.00	10,440.00	10,440.00
52302.6902	SC-Cots Ambulance Equipmt SC-Cots Ambulance Equip	7,630.00	7,630.00	3,814.87	3,800.00	7,630.00	7,630.00
52302.6903	SC-Charter SC-Phone Switch	6,100.00	6,100.00	2,902.72	3,300.00	6,500.00	6,500.00
52302.6908	SC-Stair Chairs Ambulance SC-Stair Chairs-Ambul Eq	213.00	213.00	212.50	.00	213.00	213.00
52302.6909	SC-Cardiac Monitors Ambul SC-Cardiac Monitors Ambul	10,700.00	10,700.00	12,913.60	.00	13,200.00	13,200.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 29 - Emergency Services							
Sub-Department 2112 - Emergency Services							
52302.6936	SC-Software Maintenance Software Maintenance	26,230.00	26,230.00	25,356.75	800.00	27,450.00	27,450.00
52302.6938	SC-PSRS Emergency Service PSRS Emergency Services	20,885.00	20,885.00	10,441.50	10,441.00	20,883.00	20,883.00
52302.6940	SC-Fiber Lateral EMS Fiber Laterals EMS	3,417.00	3,417.00	1,993.04	1,400.00	3,417.00	3,417.00
52303	Repair & Maint-Vehicles	18,000.00	18,000.00	8,106.29	9,900.00	18,000.00	18,000.00
52306	Repair & Maint-Buildings	8,000.00	8,000.00	1,644.37	8,000.00	15,000.00	15,000.00
52310	R&M Radios	13,500.00	13,500.00	495.75	12,500.00	13,500.00	13,500.00
52402	Membership Dues	1,200.00	1,200.00	195.00	1,060.00	1,300.00	1,300.00
52403	Advertising & Legal Notic	1,500.00	1,500.00	818.90	600.00	1,500.00	1,500.00
52428.6519	Building Rent-EMS Wash Is EMS Washington Island	2,500.00	2,500.00	2,500.00	.00	2,500.00	2,500.00
52429	Laundry Expense	300.00	300.00	.00	100.00	100.00	100.00
52453.00029	Snow Removal-EMS Emergency Services	3,000.00	3,000.00	.00	2,000.00	2,000.00	3,000.00
52463	Medicare License Billing	800.00	800.00	.00	600.00	800.00	800.00
53102	Postage	3,000.00	3,000.00	956.90	2,000.00	3,000.00	3,000.00
53106	Office Supplies	5,000.00	5,000.00	1,950.28	2,800.00	4,500.00	4,500.00
53109	Publication&Subscription	300.00	300.00	159.00	140.00	300.00	300.00
53110	Operating Supplies	4,800.00	4,800.00	716.84	4,000.00	4,800.00	4,800.00
53110.6916	Operating Suppl-Cleaning Operating-Cleaning Suppli	3,000.00	3,000.00	814.53	2,100.00	3,000.00	3,000.00
53110.6917	Operating Supply-Station Operating-Station Supplie	2,000.00	2,000.00	461.30	1,400.00	2,000.00	2,000.00
53117	Ambulance Supplies	4,000.00	4,000.00	2,108.18	200.00	4,000.00	4,000.00
53117.04257	Pharmacy-Ambulance Pharmacy-Ambulance	10,000.00	10,000.00	3,279.73	7,500.00	11,000.00	11,000.00
53117.6919	Ambulance-Oxygen Oxygen	5,000.00	5,000.00	2,130.78	2,300.00	5,000.00	5,000.00
53117.6921	Ambulance-Disposable Supp Disposable Supplies-Ambul	50,000.00	50,000.00	17,118.95	30,000.00	50,000.00	50,000.00
53117.6922	Ambulance-Reusable Reusable Supplies-Ambulan	5,000.00	5,000.00	1,065.07	3,800.00	5,000.00	5,000.00
53136	Non-CIP Less than \$5000	.00	.00	.00	.00	9,315.00	9,315.00
53137	Donations Used	.00	.00	3,038.00	.00	.00	.00
53138	Uniform Allow Reimb	20,000.00	20,000.00	3,763.63	16,000.00	20,000.00	20,000.00
53140.6500	Gasoline-EMS North EMS North Station	14,500.00	14,500.00	3,316.94	9,000.00	14,500.00	14,500.00
53140.6502	Gasoline-EMS South EMS South Station	2,000.00	2,000.00	884.78	1,000.00	2,000.00	2,000.00
53140.6518	Gasoline-EMS Central EMS Central	22,000.00	22,000.00	9,870.96	12,000.00	22,000.00	22,000.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm												
Fund 100 - General Fund																			
EXPENSE																			
Department 29 - Emergency Services																			
Sub-Department 2112 - Emergency Services																			
53140.6519	Gasoline-EMS Washing Isl EMS Washington Island	775.00	775.00	403.89	400.00	775.00	775.00												
54101	Conference Fees & Training	.00	.00	.00	.00	24,700.00	24,700.00												
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>\$1,600 EMS Conference fees</td> </tr> <tr> <td></td> <td>\$3,600 Office Staff conference fees</td> </tr> <tr> <td></td> <td>\$2,500 Continuing Education</td> </tr> <tr> <td></td> <td>\$17,000 Mandate Education</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	\$1,600 EMS Conference fees		\$3,600 Office Staff conference fees		\$2,500 Continuing Education		\$17,000 Mandate Education
Comments																			
Level	Comment																		
Dept Requested	\$1,600 EMS Conference fees																		
	\$3,600 Office Staff conference fees																		
	\$2,500 Continuing Education																		
	\$17,000 Mandate Education																		
54101.6930	Conf Fees/Trng-EMS Conf Fees/Training-EMS	1,600.00	1,600.00	285.00	1,200.00	.00	.00												
54101.6931	Conf Fees/Trng-Office Conf Fees/Training-Office	3,600.00	3,600.00	1,370.00	1,000.00	.00	.00												
54102	Training Mile,Meals,Lodge	4,500.00	4,500.00	683.98	.00	4,500.00	4,500.00												
54102.266	LAW ENFORCEMENT Law Enforcement	.00	.00	290.14	.00	.00	.00												
54106	Continuing Education-Trng	2,500.00	2,500.00	1,200.00	1,200.00	.00	.00												
54106.6932	Contining Ed-Mandate EMS Mandatory Trng EMS	19,000.00	19,000.00	8,166.48	9,000.00	.00	.00												
55101.100	IS Chgs-General Fd General Fund	2,000.00	2,000.00	575.99	1,000.00	2,000.00	2,000.00												
55107	Leased Copying	4,000.00	4,000.00	1,543.70	2,400.00	4,000.00	4,000.00												
55123	Communicat-Sheriff Chrgs	164,400.00	164,400.00	74,723.00	74,723.00	206,232.00	206,232.00												
59102.561	P&L Ins-General Liability Combination Casualty Ins	8,100.00	8,100.00	.00	.00	8,100.00	8,100.00												
59102.562	P&L LGPI-Bldgs & Property Bldgs & Property Ins	7,500.00	7,500.00	13,516.00	.00	7,500.00	7,500.00												
59102.563	P&L Ins-Auto-Equip Liab. Vehicle & Equipment	22,200.00	22,200.00	9,493.00	12,700.00	22,200.00	22,200.00												
59120	Employee Med. Exam/Tests	3,000.00	3,000.00	140.00	600.00	2,000.00	2,000.00												
59135	Administration	180,000.00	236,830.12	118,415.04	118,415.00	237,000.00	237,000.00												
59153	Operational Travel Exp	1,000.00	1,000.00	544.10	400.00	1,000.00	1,000.00												
59175	First Responders WC Reimb	26,000.00	26,000.00	.00	26,000.00	26,000.00	26,000.00												
69901	Capital Outlay	75,600.00	75,600.00	139.28	.00	75,000.00	75,000.00												
69904	Ambulance Replmt Purchase	279,200.00	279,200.00	213,628.00	.00	195,600.00	195,600.00												
69910.3211	Vehicle Replmt Funding Vehicle Replmnt Funding	357,940.00	357,940.00	.00	.00	289,018.00	289,018.00												
3																			
Sub-Department 2112 - Emergency Services Totals		\$4,817,700.00	\$4,874,530.12	\$2,001,708.22	\$2,359,111.00	\$4,865,097.00	\$4,865,545.00												
Department 29 - Emergency Services Totals		\$4,817,700.00	\$4,874,530.12	\$2,001,708.22	\$2,359,111.00	\$4,865,097.00	\$4,865,545.00												
EXPENSE TOTALS		\$4,817,700.00	\$4,874,530.12	\$2,001,708.22	\$2,359,111.00	\$4,865,097.00	\$4,865,545.00												
Fund 100 - General Fund Totals																			

Budget Worksheet Report

Budget Year 2021

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
	REVENUE TOTALS	\$1,562,600.00	\$1,562,600.00	\$515,427.01	\$1,325,878.00	\$1,500,010.00	\$1,519,440.00
	EXPENSE TOTALS	\$4,817,700.00	\$4,874,530.12	\$2,001,708.22	\$2,359,111.00	\$4,865,097.00	\$4,865,545.00
Fund	100 - General Fund Totals	(\$3,255,100.00)	(\$3,311,930.12)	(\$1,486,281.21)	(\$1,033,233.00)	(\$3,365,087.00)	(\$3,346,105.00)
	Net Grand Totals						
	REVENUE GRAND TOTALS	\$1,562,600.00	\$1,562,600.00	\$515,427.01	\$1,325,878.00	\$1,500,010.00	\$1,519,440.00
	EXPENSE GRAND TOTALS	\$4,817,700.00	\$4,874,530.12	\$2,001,708.22	\$2,359,111.00	\$4,865,097.00	\$4,865,545.00
	Net Grand Totals	(\$3,255,100.00)	(\$3,311,930.12)	(\$1,486,281.21)	(\$1,033,233.00)	(\$3,365,087.00)	(\$3,346,105.00)



Door County Emergency Management and Communications

1201 S Duluth Ave
Sturgeon Bay, WI 54235

Director: Daniel Kane
(920) 746-7195

dkane@co.door.wi.us

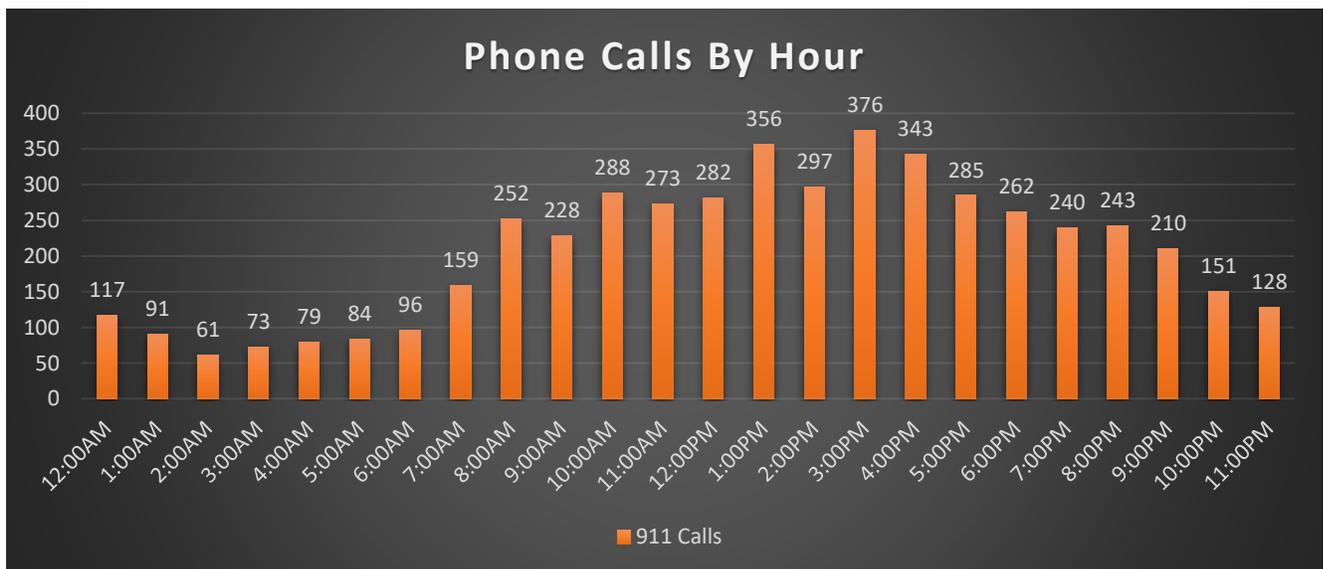
Communications Monthly Report

August 2020

Call Volume

	August 2020	YTD 2020	August 2019	YTD 2019
911 Line	1,113	5,808	1,024	5,563
Non – Emergency	3,861	24,005	3,649	25,269
Total	4,974	29,813	4,673	30,832

Peak Call Times



Top 5 Calls

1. 911 Hang Up/Follow Up – 19%
2. Citizen Assist – 5.8%
3. Suspicious Person/Circumstance – 4.5%
4. Motorist Assist- 4.1%
5. Traffic Violation – 3.3%

Monthly Overview:

- 2 on board training until December
- 1 open position to fill

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm								
Fund 100 - General Fund															
REVENUE															
Department 69 - Emergency Management & Comm.															
43306	St Aid Emergency Govt	30,698.00	30,698.00	.00	25,600.00	30,000.00	30,000.00								
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>EMPG S will add to almost make whole</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	EMPG S will add to almost make whole		
Comments															
Level	Comment														
Dept Requested	EMPG S will add to almost make whole														
43308	St Aid EPCRA-SARA	10,530.00	10,530.00	.00	10,530.00	11,000.00	11,000.00								
46115	Bank Alarm/911 Fees	680.00	680.00	680.00	.00	680.00	680.00								
46152	EMS Communication Reimb	164,400.00	164,400.00	74,723.00	72,000.00	206,232.00	206,232.00								
49201	Transfer Fr Fund Balance	.00	.00	.00	.00	.00	10,000.00								
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Co Admin/Fi Dir Recomm</td> <td>\$10,000 from Communication Tower Reserve 100.32144</td> </tr> </tbody> </table>								Comments		Level	Comment	Co Admin/Fi Dir Recomm	\$10,000 from Communication Tower Reserve 100.32144		
Comments															
Level	Comment														
Co Admin/Fi Dir Recomm	\$10,000 from Communication Tower Reserve 100.32144														
Department 69 - Emergency Management & Comm.		\$206,308.00	\$206,308.00	\$75,403.00	\$108,130.00	\$247,912.00	\$257,912.00								
Totals															
REVENUE TOTALS		\$206,308.00	\$206,308.00	\$75,403.00	\$108,130.00	\$247,912.00	\$257,912.00								
EXPENSE															
Department 69 - Emergency Management & Comm.															
Sub-Department 1158 - Communications															
51101	Salary & Wages	595,042.00	595,042.00	200,597.57	257,668.00	565,334.00	565,334.00								
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>Double 6 month amount Add 3 staff at 1/4 time</td> </tr> <tr> <td>Co Admin/Fi Dir Recomm</td> <td>The note was how the 2020 estimated amount was calculated.</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	Double 6 month amount Add 3 staff at 1/4 time	Co Admin/Fi Dir Recomm	The note was how the 2020 estimated amount was calculated.
Comments															
Level	Comment														
Dept Requested	Double 6 month amount Add 3 staff at 1/4 time														
Co Admin/Fi Dir Recomm	The note was how the 2020 estimated amount was calculated.														
51101.300P	S&W Vac/PTO Vacation	.00	.00	11,712.33	.00	.00	.00								
R															
51101.311P	PTO/Vac/Sick/EUSL Payout	.00	.00	329.62	.00	.00	.00								
R															
51101.320P	S&W Holiday Holiday	.00	.00	3,253.39	.00	.00	.00								
R															
51101.380P	S&W Trng/Meetng	.00	.00	1,288.36	.00	.00	.00								
R															
51101.390P	S&W Personal Personal	.00	.00	536.99	.00	.00	.00								
R															
51103.510P	S&W Other Shft 1 Premium	4,200.00	4,200.00	1,877.12	1,877.00	4,200.00	4,200.00								
R															

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm								
Fund 100 - General Fund															
EXPENSE															
Department 69 - Emergency Management & Comm.															
Sub-Department 1158 - Communications															
51103.530P	S&W Other Shft 3 Premium Shift 3 Premium	3,300.00	3,300.00	1,575.88	1,575.00	3,300.00	3,300.00								
R															
51103.550P	S&W Other FTO Premium FTO Premium	800.00	800.00	1,461.25	2,250.00	800.00	800.00								
R															
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>800 per person to train</td> </tr> <tr> <td></td> <td>3 people to train rest of year</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	800 per person to train		3 people to train rest of year
Comments															
Level	Comment														
Dept Requested	800 per person to train														
	3 people to train rest of year														
51104	Overtime	16,000.00	16,000.00	41,411.40	23,589.00	16,000.00	16,000.00								
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>Combine all OT accounts? Only OT going forward is PTO OT 100 OT days on books \$30/hr X 8 hrs = \$240/day \$240 X 100 = \$24,000</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	Combine all OT accounts? Only OT going forward is PTO OT 100 OT days on books \$30/hr X 8 hrs = \$240/day \$240 X 100 = \$24,000		
Comments															
Level	Comment														
Dept Requested	Combine all OT accounts? Only OT going forward is PTO OT 100 OT days on books \$30/hr X 8 hrs = \$240/day \$240 X 100 = \$24,000														
51104.242P	OT Training OT Training	1,000.00	1,000.00	.00	1,000.00	1,000.00	1,000.00								
R															
51104.245P	OT Shft Cvrng OT Shft Cvrng	25,000.00	25,000.00	.00	25,000.00	25,000.00	25,000.00								
R															
51108.220P	OT Holiday OT Holiday	.00	.00	3,373.66	8,432.00	8,000.00	8,000.00								
R															
51201	Social Security	49,369.00	49,369.00	19,618.56	22,119.00	47,708.00	47,708.00								
51202	Retirement	43,560.00	43,560.00	18,032.84	20,132.00	42,095.00	42,095.00								
51203	Dental Insurance	10,734.00	10,734.00	2,960.22	4,060.00	13,035.00	13,035.00								
51204	Health Insurance	205,632.00	205,632.00	60,024.00	75,592.00	249,696.00	249,696.00								
51205	Life Insurance	124.00	124.00	59.10	65.00	123.00	123.00								
51206	Workers Compensation	1,290.00	1,290.00	508.08	568.00	1,185.00	1,185.00								
51290	Clothing Allowance	1,100.00	1,100.00	334.81	766.00	900.00	900.00								
52123	Tower Inspection	7,100.00	7,100.00	.00	7,100.00	7,500.00	.00								
<table border="1"> <thead> <tr> <th colspan="2">Comments</th> </tr> <tr> <th>Level</th> <th>Comment</th> </tr> </thead> <tbody> <tr> <td>Dept Requested</td> <td>Merge into tower main line item?</td> </tr> </tbody> </table>								Comments		Level	Comment	Dept Requested	Merge into tower main line item?		
Comments															
Level	Comment														
Dept Requested	Merge into tower main line item?														
52206	Telephone	16,500.00	16,500.00	11,551.25	1,449.00	13,000.00	13,000.00								

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 69 - Emergency Management & Comm.							
Sub-Department 1158 - Communications							
52301	Repair & Maintenance	38,500.00	38,500.00	10,850.13	24,150.00	30,000.00	.00
52301.6730	Tower Maintenance	.00	.00	.00	.00	10,000.00	42,130.00
Comments							
<i>Level</i> <i>Comment</i>							
Dept Requested \$5,000 for Batteries for 5 years.							
Co Admin/Fi Dir Recomm \$5,000 for Generator Repairs & Maint for All Generators							
\$7,100 Tower Inspection							
\$4,530 Tower Rental							
\$13,000 Utilities							
\$5,000 Generator Maintenance Annual							
\$2,500 Generator Replacement Fund							
52402	Membership Dues	325.00	325.00	318.50	.00	325.00	325.00
52426	Tower Rental	4,530.00	4,530.00	.00	4,530.00	4,755.00	.00
53102	Postage	100.00	100.00	.00	50.00	100.00	100.00
53106	Office Supplies	3,500.00	3,500.00	1,282.93	1,718.00	3,600.00	3,600.00
53136	Non-CIP Less than \$5000	3,216.00	3,216.00	954.80	.00	.00	.00
54101	Conference Fees & Training	2,125.00	2,125.00	573.09	.00	2,350.00	2,350.00
54102	Training Mile,Meals,Lodge	1,540.00	1,540.00	798.76	.00	1,800.00	1,800.00
54102.0421	Taxable Meals Taxable Meals	100.00	100.00	.00	.00	100.00	100.00
1							
55101.100	IS Chgs-General Fd General Fund	100.00	100.00	.00	.00	100.00	100.00
55107	Leased Copying	100.00	100.00	75.13	25.00	100.00	100.00
59153	Operational Travel Exp	50.00	50.00	.00	.00	50.00	50.00
59153.005	Operational Expenses	.00	.00	.00	.00	.00	7,125.00

Comments

*Level**Comment*

Co Admin/Fi Dir Recomm Moved \$3,000 for radio maintenance to Sheriff

59153.0421	Operational Taxable Meals Taxable Meals	50.00	50.00	.00	.00	50.00	50.00
1							

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100	General Fund						
	EXPENSE						
	Department 69 - Emergency Management & Comm.						
	Sub-Department 1158 - Communications						
69901	Capital Outlay	.00	.00	.00	.00	.00	10,000.00
	Comments						
	Level						
	Co Admin/Fi Dir Recomm						
	Comment						
	Add \$10,000 to replace Generator at Sunnyslope						
	Sub-Department 1158 - Communications Totals	\$1,034,987.00	\$1,034,987.00	\$395,359.77	\$483,715.00	\$1,052,206.00	\$1,059,206.00
	Sub-Department 2116 - EPCRA Emergency Planning						
55315	Staff Allocations	10,530.00	10,530.00	.00	10,530.00	11,000.00	11,000.00
	Sub-Department 2116 - EPCRA Emergency Planning Totals	\$10,530.00	\$10,530.00	\$0.00	\$10,530.00	\$11,000.00	\$11,000.00
	Sub-Department 2119 - EMPG Allocation						
55315	Staff Allocations	30,698.00	30,698.00	.00	25,600.00	30,000.00	30,000.00
	Sub-Department 2119 - EMPG Allocation Totals	\$30,698.00	\$30,698.00	\$0.00	\$25,600.00	\$30,000.00	\$30,000.00
	Sub-Department 2170 - Emergency Management & Comm.						
51101	Salary & Wages	67,845.00	67,845.00	30,713.53	37,132.00	71,745.00	71,745.00
51101.300P R	S&W Vac/PTO Vacation	.00	.00	339.49	.00	.00	.00
51101.320P R	S&W Holiday Holiday	.00	.00	473.45	.00	.00	.00
51111.275	Per Diem Comm Adv CATS Communication Advisory	600.00	600.00	190.00	250.00	500.00	.00
51111.280	Per Diem Local Emergn Pln Local Emergency Planning	150.00	150.00	.00	50.00	150.00	.00
51201	Social Security	5,247.00	5,247.00	2,292.84	2,955.00	5,546.00	5,488.00
51202	Retirement	4,580.00	4,580.00	2,128.08	2,452.00	4,843.00	4,843.00
51203	Dental Insurance	1,278.00	1,278.00	639.12	639.00	1,278.00	1,278.00
51204	Health Insurance	24,480.00	24,480.00	12,672.00	11,808.00	24,480.00	24,480.00
51206	Workers Compensation	3,025.00	3,025.00	1,296.86	1,729.00	2,980.00	2,949.00
52101	Professional Services	1,000.00	1,000.00	3,750.00	.00	1,000.00	1,000.00
52101.001	Prof.Services - FCC Communications	.00	.00	1,200.00	1,200.00	.00	.00
52206	Telephone	900.00	900.00	749.96	1,050.00	900.00	900.00
52303	Repair & Maint-Vehicles	500.00	500.00	37.99	100.00	500.00	500.00
53102	Postage	100.00	100.00	3.50	10.00	100.00	100.00
53106	Office Supplies	300.00	300.00	.00	.00	300.00	300.00
53140	Gasoline, Oil & Antifreez	900.00	900.00	372.25	500.00	900.00	900.00

Account	Account Description	2020 Adopted Budget	2020 Amended Budget	2020 Actual Amount	2020 Estimated Amount	2021 Dept Requested	2021 Co Admin/Fi Dir Recomm
Fund 100 - General Fund							
EXPENSE							
Department 69 - Emergency Management & Comm.							
Sub-Department 2170 - Emergency Management & Comm.							
54101	Conference Fees & Training	700.00	700.00	320.00	320.00	700.00	700.00
54102	Training Mile,Meals,Lodge	1,250.00	1,250.00	202.62	202.00	1,250.00	1,250.00
54102.0421	Taxable Meals Taxable Meals	100.00	100.00	18.96	19.00	150.00	150.00
1							
54102.275	COMM ADV CATS Commnunication Advisory	.00	.00	42.84	42.00	100.00	.00
55101.100	IS Chgs-General Fd General Fund	100.00	100.00	.00	.00	100.00	100.00
55106	Printing	250.00	250.00	.00	.00	200.00	200.00
55107	Leased Copying	50.00	50.00	.00	.00	50.00	50.00
55315	Staff Allocations	(41,228.00)	(41,228.00)	.00	.00	(41,000.00)	(41,000.00)
59153	Operational Travel Exp	50.00	50.00	.00	.00	50.00	50.00
69910.3211	Vehicle Replmt Funding Vehicle Replmnt Funding	5,615.00	5,615.00	.00	5,615.00	5,615.00	5,615.00
3							
Sub-Department 2170 - Emergency Management & Comm. Totals		\$77,792.00	\$77,792.00	\$57,443.49	\$66,073.00	\$82,437.00	\$81,598.00
Department 69 - Emergency Management & Comm. Totals		\$1,154,007.00	\$1,154,007.00	\$452,803.26	\$585,918.00	\$1,175,643.00	\$1,181,804.00
EXPENSE TOTALS		\$1,154,007.00	\$1,154,007.00	\$452,803.26	\$585,918.00	\$1,175,643.00	\$1,181,804.00
Fund 100 - General Fund Totals							
REVENUE TOTALS		\$206,308.00	\$206,308.00	\$75,403.00	\$108,130.00	\$247,912.00	\$257,912.00
EXPENSE TOTALS		\$1,154,007.00	\$1,154,007.00	\$452,803.26	\$585,918.00	\$1,175,643.00	\$1,181,804.00
Fund 100 - General Fund Totals		(\$947,699.00)	(\$947,699.00)	(\$377,400.26)	(\$477,788.00)	(\$927,731.00)	(\$923,892.00)
Net Grand Totals							
REVENUE GRAND TOTALS		\$206,308.00	\$206,308.00	\$75,403.00	\$108,130.00	\$247,912.00	\$257,912.00
EXPENSE GRAND TOTALS		\$1,154,007.00	\$1,154,007.00	\$452,803.26	\$585,918.00	\$1,175,643.00	\$1,181,804.00
Net Grand Totals		(\$947,699.00)	(\$947,699.00)	(\$377,400.26)	(\$477,788.00)	(\$927,731.00)	(\$923,892.00)

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Accounts Payable Invoice Report

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Report By Department - Batch - Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Department 28 - Sheriff										
Batch Number 2020-0000465		Batch Date 09/01/2020			Entered by User Diane Franklin					
Vendor 10991 - BLACKBURNS BAY FARM										
Sub-Department 28 Sheriff										
00011-6	August 2020 Care of Vaness Horses	Edit		09/01/2020	09/01/2020	09/01/2020			550.53	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 10991 - BLACKBURNS BAY FARM Totals	Invoices	1	\$550.53
Vendor 5245 - DC PRINTING LLC										
Sub-Department 28 Sheriff										
966738	Evidence Tags	Edit		09/01/2020	09/01/2020	09/01/2020			263.00	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 5245 - DC PRINTING LLC Totals	Invoices	1	\$263.00
Vendor 8920 - DOOR COUNTY TREASURER										
Sub-Department 28 Sheriff										
2020-33000296	Batteries for Caiman	Edit		09/01/2020	09/01/2020	09/01/2020			2,757.16	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 8920 - DOOR COUNTY TREASURER Totals	Invoices	1	\$2,757.16
Vendor 5243 - ECOLAB										
Sub-Department 28 Sheriff										
727281	DC Jail Food Safety Evaluation	Edit		09/01/2020	09/01/2020	09/01/2020			270.40	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 5243 - ECOLAB Totals	Invoices	1	\$270.40
Vendor 19873 - EDUCORR, LLC										
Sub-Department 28 Sheriff										
1216	(1) PREA Training	Edit		09/01/2020	09/01/2020	09/01/2020			79.00	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 19873 - EDUCORR, LLC Totals	Invoices	1	\$79.00
Vendor 15627 - GALLS, AN ARAMARK COMPANY										
Sub-Department 28 Sheriff										
2020-00000258	Uniforms	Edit		09/01/2020	09/01/2020	09/01/2020			248.00	
							Sub-Department 28 Sheriff Totals	Invoices	1	0
							Vendor 15627 - GALLS, AN ARAMARK COMPANY Totals	Invoices	1	\$248.00
Vendor 5086 - HOBART										
Sub-Department 28 Sheriff										
61412542	Repair in Jail Kitchen - shredder plate	Edit		09/01/2020	09/01/2020	09/01/2020			121.71	
							Sub-Department 28 Sheriff Totals	Invoices	1	0

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 5086 - HOBART Totals				Invoices	1	\$121.71
Vendor 19219 - JIM OLSON CHRYSLER									
Sub-Department 28 Sheriff									
2020-00000259	July 21-August 19, 2020 Squad Repair & Maintenance	Edit		09/01/2020	09/01/2020	09/01/2020			1,344.45
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 19219 - JIM OLSON CHRYSLER Totals				Invoices	1	\$1,344.45
Vendor 22680 - KEVIN R SHELDAHL									
Sub-Department 28 Sheriff									
N08112020	K9 Certification Odinn	Edit		09/01/2020	09/01/2020	09/01/2020			300.00
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 22680 - KEVIN R SHELDAHL Totals				Invoices	1	\$300.00
Vendor 15679 - NASSCO INCORPORATED									
Sub-Department 28 Sheriff									
S2653787	Jail Supplies	Edit		09/01/2020	09/01/2020	09/01/2020			300.39
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 15679 - NASSCO INCORPORATED Totals				Invoices	1	\$300.39
Vendor 16918 - PREVEA HEALTH									
Sub-Department 28 Sheriff									
2020-00000260	Inmate #49692 Medical Expense	Edit		09/01/2020	09/01/2020	09/01/2020			293.70
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 16918 - PREVEA HEALTH Totals				Invoices	1	\$293.70
Vendor 21688 - REESE'S BODY SHOP LLC									
Sub-Department 28 Sheriff									
1215	Repair squad #19	Edit		09/01/2020	09/01/2020	09/01/2020			900.00
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 21688 - REESE'S BODY SHOP LLC Totals				Invoices	1	\$900.00
Vendor 15755 - ST MARY'S HOSPITAL MEDICAL CNT									
Sub-Department 28 Sheriff									
2020-00000261	Medical Expense Inmate #49692	Edit		09/01/2020	09/01/2020	09/01/2020			338.00
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 15755 - ST MARY'S HOSPITAL MEDICAL CNT Totals				Invoices	1	\$338.00
Vendor 5740 - ST VINCENT HOSPITAL									
Sub-Department 28 Sheriff									
2020-00000262	Medical Expense Inmate #49692	Edit		09/01/2020	09/01/2020	09/01/2020			108.00
			Sub-Department 28 Sheriff Totals				Invoices	1	0
			Vendor 5740 - ST VINCENT HOSPITAL Totals				Invoices	1	\$108.00

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Report By Department - Batch - Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 16007 - STELLAR SERVICES, LLC									
Sub-Department 28 Sheriff									
2020-00000263	Commissary	Edit		09/01/2020	09/01/2020	09/01/2020			1,439.63
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 16007 - STELLAR SERVICES, LLC Totals			Invoices	1		<u>\$1,439.63</u>
Vendor 30521 - STREICHERS									
Sub-Department 28 Sheriff									
I1444913	Uniform supplies	Edit		09/01/2020	09/01/2020	09/01/2020			352.00
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 30521 - STREICHERS Totals			Invoices	1		<u>\$352.00</u>
Vendor 22225 - SUMMIT FOOD SERVICE, LLC									
Sub-Department 28 Sheriff									
2000086930	July 2020 Inmate meals	Edit		09/01/2020	09/01/2020	09/01/2020			14,830.81
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 22225 - SUMMIT FOOD SERVICE, LLC Totals			Invoices	1		<u>\$14,830.81</u>
			Batch Number 2020-00000465 Totals			Invoices	17		<u>\$24,496.78</u>
			Department 28 - Sheriff Totals			Invoices	17		<u>\$24,496.78</u>
28 Sheriff									
			Grand Totals			Invoices	17		<u><u>\$24,496.78</u></u>

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Report By Department - Batch - Vendor - Invoice

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 28 - Sheriff									
Batch Number 2020-0000442		Batch Date 08/14/2020			Entered by User Diane Franklin				
Vendor 5337 - 5 ALARM FIRE & SAFETY EQUIPMEN									
Sub-Department 28 Sheriff									
198532-1	MSA SCBA Flowtest	Edit		08/14/2020	08/14/2020	08/14/2020			660.00
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 5337 - 5 ALARM FIRE & SAFETY EQUIPMEN Totals	Invoices	1	<u>\$660.00</u>
Vendor 22606 - ADL MONITORING SOLUTIONS, LLC									
Sub-Department 28 Sheriff									
15-11336	Electronic Monitoring	Edit		08/14/2020	08/14/2020	08/14/2020			1,292.00
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 22606 - ADL MONITORING SOLUTIONS, LLC Totals	Invoices	1	<u>\$1,292.00</u>
Vendor 11647 - AT&T MOBILITY LLC									
Sub-Department 28 Sheriff									
X08012020	Sheriff's Office Cellphone & Router Service	Edit		08/14/2020	08/14/2020	08/14/2020			2,715.51
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 11647 - AT&T MOBILITY LLC Totals	Invoices	1	<u>\$2,715.51</u>
Vendor 22694 - BELCO VEHICLE SOLUTIONS LLC									
Sub-Department 28 Sheriff									
5353	(40)LED Flares	Edit		08/14/2020	08/14/2020	08/14/2020			7,054.40
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 22694 - BELCO VEHICLE SOLUTIONS LLC Totals	Invoices	1	<u>\$7,054.40</u>
Vendor 10991 - BLACKBURNS BAY FARM									
Sub-Department 28 Sheriff									
00010-6	July 2020 Care of Vaness Horses	Edit		08/14/2020	08/14/2020	08/14/2020			1,263.92
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 10991 - BLACKBURNS BAY FARM Totals	Invoices	1	<u>\$1,263.92</u>
Vendor 12043 - CALIBRE PRESS INC									
Sub-Department 28 Sheriff									
82954/82953	Implicit Bias Training	Edit		08/14/2020	08/14/2020	08/14/2020			3,245.00
						Sub-Department 28 Sheriff Totals	Invoices	1	0
						Vendor 12043 - CALIBRE PRESS INC Totals	Invoices	1	<u>\$3,245.00</u>
Vendor 4818 - CELLCOM WISCONSIN RSA 10									
Sub-Department 28 Sheriff									
630360	(2)Cellphones for MCV & OWI Tablet access	Edit		08/14/2020	08/14/2020	08/14/2020			66.75
						Sub-Department 28 Sheriff Totals	Invoices	1	0

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor			4818 - CELLCOM WISCONSIN RSA 10 Totals			Invoices		1	\$66.75
Vendor 2722 - CITY OF STURGEON BAY									
Sub-Department 28 Sheriff									
2020008	SEPTEMBE	Forensic Investigator Services	Edit	08/14/2020	08/14/2020	08/14/2020			5,147.80
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			2722 - CITY OF STURGEON BAY Totals			Invoices		1	\$5,147.80
Vendor 17909 - CORRECTIONAL HEALTHCARE CO									
Sub-Department 28 Sheriff									
INV0068780		September 2020 Monthly Medical Service	Edit	08/14/2020	08/14/2020	08/14/2020			22,230.21
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			17909 - CORRECTIONAL HEALTHCARE CO Totals			Invoices		1	\$22,230.21
Vendor 9287 - DEJARDIN CLEANERS LLC									
Sub-Department 28 Sheriff									
185357		Hem Pants (Medlen)	Edit	08/14/2020	08/14/2020	08/14/2020			32.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			9287 - DEJARDIN CLEANERS LLC Totals			Invoices		1	\$32.00
Vendor 8414 - ENCARTELE, INC									
Sub-Department 28 Sheriff									
072421	Door	LED TV Replacement 20-007656	Edit	08/14/2020	08/14/2020	08/14/2020			250.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			8414 - ENCARTELE, INC Totals			Invoices		1	\$250.00
Vendor 5086 - HOBART									
Sub-Department 28 Sheriff									
34608723		Repair dishwasher in jail kitchen	Edit	08/14/2020	08/14/2020	08/14/2020			4,248.90
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			5086 - HOBART Totals			Invoices		1	\$4,248.90
Vendor 9292 - ICSOLUTIONS LLC									
Sub-Department 28 Sheriff									
2020-00000252		July 202 Debit Final Cost	Edit	08/14/2020	08/14/2020	08/14/2020			3,597.46
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			9292 - ICSOLUTIONS LLC Totals			Invoices		1	\$3,597.46
Vendor 20492 - JIM OLSON FORD LINCOLN, LLC									
Sub-Department 28 Sheriff									
2020-00000251		Squad Purchase	Edit	08/14/2020	08/14/2020	08/14/2020			32,991.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
Vendor			20492 - JIM OLSON FORD LINCOLN, LLC Totals			Invoices		1	\$32,991.00

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 16320 - KIEHNAU'S SERVICE LLC									
Sub-Department 28 Sheriff									
16232	Tow Charge 20-0073359 (2)Vehicles	Edit		08/14/2020	08/14/2020	08/14/2020			900.00
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 16320 - KIEHNAU'S SERVICE LLC Totals			Invoices	1		\$900.00
Vendor 15679 - NASSCO INCORPORATED									
Sub-Department 28 Sheriff									
S2652610	Gloves	Edit		08/14/2020	08/14/2020	08/14/2020			1,202.50
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 15679 - NASSCO INCORPORATED Totals			Invoices	1		\$1,202.50
Vendor 9487 - PRECISION KIOSK TECHNOLOGIES									
Sub-Department 28 Sheriff									
3019/3020	Monthly Software Fee for Kiosks	Edit		08/14/2020	08/14/2020	08/14/2020			1,468.00
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 9487 - PRECISION KIOSK TECHNOLOGIES Totals			Invoices	1		\$1,468.00
Vendor 15069 - STAPLES ADVANTAGE									
Sub-Department 28 Sheriff									
2020-00000253	Office Supplies	Edit		08/14/2020	08/14/2020	08/14/2020			340.54
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 15069 - STAPLES ADVANTAGE Totals			Invoices	1		\$340.54
Vendor 16007 - STELLAR SERVICES, LLC									
Sub-Department 28 Sheriff									
2020-00000254	Commissary	Edit		08/14/2020	08/14/2020	08/14/2020			1,108.95
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 16007 - STELLAR SERVICES, LLC Totals			Invoices	1		\$1,108.95
Vendor 34020 - THE UNIFORM SHOPPE									
Sub-Department 28 Sheriff									
2020-00000255	Uniforms	Edit		08/14/2020	08/14/2020	08/14/2020			1,064.40
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 34020 - THE UNIFORM SHOPPE Totals			Invoices	1		\$1,064.40
Vendor 13488 - TRANS UNION									
Sub-Department 28 Sheriff									
07055938	Background Checks	Edit		08/14/2020	08/14/2020	08/14/2020			95.00
			Sub-Department 28 Sheriff Totals			Invoices	1		0
			Vendor 13488 - TRANS UNION Totals			Invoices	1		\$95.00
Vendor 17469 - TRI CITY GLASS & DOOR INC									

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department 28 Sheriff									
I04-0729-76514	Glass replacement 20-007645	Edit		08/14/2020	08/14/2020	08/14/2020			755.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
			Vendor 17469 - TRI CITY GLASS & DOOR INC Totals			Invoices		1	\$755.00
Vendor 11748 - US CELLULAR									
Sub-Department 28 Sheriff									
20200720001	Cell Tower Data Dump 20-003733	Edit		08/14/2020	08/14/2020	08/14/2020			300.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
			Vendor 11748 - US CELLULAR Totals			Invoices		1	\$300.00
Vendor 11703 - WES CLIFFORD									
Sub-Department 28 Sheriff									
July 22 2020	Hoof Trimming - Vaness horses	Edit		08/14/2020	08/14/2020	08/14/2020			300.00
			Sub-Department 28 Sheriff Totals			Invoices		1	0
			Vendor 11703 - WES CLIFFORD Totals			Invoices		1	\$300.00
			Batch Number 2020-00000442 Totals			Invoices		24	\$92,329.34
			Department 28 - Sheriff Totals			Invoices		24	\$92,329.34
28 Sheriff									
			Grand Totals			Invoices		24	\$92,329.34

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 29 - Emergency Services									
Batch Number 2020-0000474		Batch Date 09/01/2020			Entered by User Aaron LeClair				
Vendor 15583 - AUTOZONE									
Sub-Department 29 Emergency Services									
09/01/2020	EMS - Vehicle Maintenance	Edit		09/01/2020	09/01/2020	09/01/2020			64.91
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 15583 - AUTOZONE Totals			Invoices	1		<u>\$64.91</u>
Vendor 2370 - BAY ELECTRONICS INC									
Sub-Department 29 Emergency Services									
3845	EMS - portable battery	Edit		09/01/2020	09/01/2020	09/01/2020			98.00
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 2370 - BAY ELECTRONICS INC Totals			Invoices	1		<u>\$98.00</u>
Vendor 6486 - CHARTER COMMUNICATIONS									
Sub-Department 29 Emergency Services									
160870082320	EMS - Charter Central	Edit		09/01/2020	09/01/2020	09/01/2020			254.43
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 6486 - CHARTER COMMUNICATIONS Totals			Invoices	1		<u>\$254.43</u>
Vendor 7717 - EMERGENCY MEDICAL PRODUCTS INC									
Sub-Department 29 Emergency Services									
09/01/2020	EMS - Medical Supplies	Edit		09/01/2020	09/01/2020	09/01/2020			1,095.10
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 7717 - EMERGENCY MEDICAL PRODUCTS INC Totals			Invoices	1		<u>\$1,095.10</u>
Vendor 20492 - JIM OLSON FORD LINCOLN, LLC									
Sub-Department 29 Emergency Services									
41874	EMS - Truck 8971 Oil change/inspection	Edit		09/01/2020	09/01/2020	09/01/2020			121.99
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 20492 - JIM OLSON FORD LINCOLN, LLC Totals			Invoices	1		<u>\$121.99</u>
Vendor 12167 - LIFE-ASSIST, INC									
Sub-Department 29 Emergency Services									
1029534	EMS - Igels	Edit		09/01/2020	09/01/2020	09/01/2020			57.30
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 12167 - LIFE-ASSIST, INC Totals			Invoices	1		<u>\$57.30</u>
Vendor 2963 - MAPLE STREET SIGN CO									
Sub-Department 29 Emergency Services									
6512	EMS - Uniforms - stocking caps/jackets/polo	Edit		09/01/2020	09/01/2020	09/01/2020			438.56
			Sub-Department 29 Emergency Services Totals			Invoices	1		0

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor	2963 - MAPLE STREET SIGN CO Totals			Invoices	1	\$438.56
	Vendor			7208 - MED ALLIANCE INC					
	Sub-Department			29 Emergency Services					
196940	EMS - ETCO2 cannula/CPAP	Edit		09/01/2020	09/01/2020	09/01/2020			656.13
			Sub-Department	29 Emergency Services Totals			Invoices	1	0
			Vendor	7208 - MED ALLIANCE INC Totals			Invoices	1	\$656.13
	Vendor			18938 - PIONEER FIRE COMPANY					
	Sub-Department			29 Emergency Services					
09/01/2020	EMS - Rescue Training	Edit		09/01/2020	09/01/2020	09/01/2020			300.00
			Sub-Department	29 Emergency Services Totals			Invoices	1	0
			Vendor	18938 - PIONEER FIRE COMPANY Totals			Invoices	1	\$300.00
	Vendor			3097 - SISTER BAY/LBRTY GRV FIRE DEPT					
	Sub-Department			29 Emergency Services					
09/01/2020	EMS - Training	Edit		09/01/2020	09/01/2020	09/01/2020			360.39
			Sub-Department	29 Emergency Services Totals			Invoices	1	0
			Vendor	3097 - SISTER BAY/LBRTY GRV FIRE DEPT Totals			Invoices	1	\$360.39
	Vendor			15069 - STAPLES ADVANTAGE					
	Sub-Department			29 Emergency Services					
3453414716	EMS - Office Supplies	Edit		09/01/2020	09/01/2020	09/01/2020			50.05
			Sub-Department	29 Emergency Services Totals			Invoices	1	0
			Vendor	15069 - STAPLES ADVANTAGE Totals			Invoices	1	\$50.05
	Vendor			13484 - STRYKER MEDICAL					
	Sub-Department			29 Emergency Services					
09/01/2020	EMS - Medical Supplies	Edit		09/01/2020	09/01/2020	09/01/2020			966.39
			Sub-Department	29 Emergency Services Totals			Invoices	1	0
			Vendor	13484 - STRYKER MEDICAL Totals			Invoices	1	\$966.39
			Batch Number	2020-00000474 Totals			Invoices	12	\$4,463.25
			Department	29 - Emergency Services Totals			Invoices	12	\$4,463.25
29 Emergency Services									
				Grand Totals			Invoices	12	\$4,463.25

Door County

Accounts Payable Invoice Report

Invoice Date Range 08/01/20 - 08/14/20
 Report By Department - Batch - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 29 - Emergency Services									
Batch Number 2020-0000450		Batch Date 08/14/2020			Entered by User Aaron LeClair				
Vendor 4583 - AIRGAS									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - Oxygen	Edit		08/14/2020	08/14/2020	08/14/2020			261.38
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 4583 - AIRGAS Totals			Invoices	1		<u>\$261.38</u>
Vendor 11647 - AT&T MOBILITY LLC									
Sub-Department 29 Emergency Services									
08012020	EMS - FirstNet July Charges	Edit		08/14/2020	08/14/2020	08/14/2020			650.07
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 11647 - AT&T MOBILITY LLC Totals			Invoices	1		<u>\$650.07</u>
Vendor 4219 - BRUSSELS UNION GARDNER FIRE									
Sub-Department 29 Emergency Services									
10206	EMS - Building Maint - snow removal	Edit		08/14/2020	08/14/2020	08/14/2020			968.33
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
		Vendor	4219 - BRUSSELS UNION GARDNER FIRE Totals			Invoices	1		<u>\$968.33</u>
Vendor 4818 - CELLCOM WISCONSIN RSA 10									
Sub-Department 29 Emergency Services									
630356	EMS - Cellcom July Charges	Edit		08/14/2020	08/14/2020	08/14/2020			151.98
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 4818 - CELLCOM WISCONSIN RSA 10 Totals			Invoices	1		<u>\$151.98</u>
Vendor 6486 - CHARTER COMMUNICATIONS									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - Charter	Edit		08/14/2020	08/14/2020	08/14/2020			400.49
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
		Vendor	6486 - CHARTER COMMUNICATIONS Totals			Invoices	1		<u>\$400.49</u>
Vendor 5245 - DC PRINTING LLC									
Sub-Department 29 Emergency Services									
966443	EMS - Protocol Printing	Edit		08/14/2020	08/14/2020	08/14/2020			1,510.40
			Sub-Department 29 Emergency Services Totals			Invoices	1		0
			Vendor 5245 - DC PRINTING LLC Totals			Invoices	1		<u>\$1,510.40</u>
Vendor 8384 - DOOR COUNTY MEDICAL CENTER									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - July pharmacy	Edit		08/14/2020	08/14/2020	08/14/2020			1,619.41
			Sub-Department 29 Emergency Services Totals			Invoices	1		0

Door County

Accounts Payable Invoice Report

Invoice Date Range 08/01/20 - 08/14/20
 Report By Department - Batch - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 8384 - DOOR COUNTY MEDICAL CENTER Totals						Invoices	1		\$1,619.41
Vendor 7717 - EMERGENCY MEDICAL PRODUCTS INC									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - Medical Supplies	Edit		08/14/2020	08/14/2020	08/14/2020			1,124.88
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 7717 - EMERGENCY MEDICAL PRODUCTS INC Totals						Invoices	1		\$1,124.88
Vendor 9579 - FOSTER COACH SALES INC									
Sub-Department 29 Emergency Services									
20091	EMS - air pump	Edit		08/14/2020	08/14/2020	08/14/2020			50.00
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 9579 - FOSTER COACH SALES INC Totals						Invoices	1		\$50.00
Vendor 19398 - INFINITY HEALTHCARE PHYSICIANS									
Sub-Department 29 Emergency Services									
927693	EMS - July Medical Director	Edit		08/14/2020	08/14/2020	08/14/2020			412.50
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 19398 - INFINITY HEALTHCARE PHYSICIANS Totals						Invoices	1		\$412.50
Vendor 22169 - JMB & ASSOCIATES, LLC									
Sub-Department 29 Emergency Services									
34703	EMS - CO calibration	Edit		08/14/2020	08/14/2020	08/14/2020			750.00
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 22169 - JMB & ASSOCIATES, LLC Totals						Invoices	1		\$750.00
Vendor 15520 - JUNGWIRTH ACE HARDWARE									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - hardware	Edit		08/14/2020	08/14/2020	08/14/2020			4.02
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 15520 - JUNGWIRTH ACE HARDWARE Totals						Invoices	1		\$4.02
Vendor 7754 - LAU'S AUTO CARE CENTER									
Sub-Department 29 Emergency Services									
32781	EMS - Command 1 oil change	Edit		08/14/2020	08/14/2020	08/14/2020			44.95
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 7754 - LAU'S AUTO CARE CENTER Totals						Invoices	1		\$44.95
Vendor 12167 - LIFE-ASSIST, INC									
Sub-Department 29 Emergency Services									
1023168	EMS - Laryngoscopes - video	Edit		08/14/2020	08/14/2020	08/14/2020			965.00
Sub-Department 29 Emergency Services Totals						Invoices	1		0
Vendor 12167 - LIFE-ASSIST, INC Totals						Invoices	1		\$965.00
Vendor 21749 - PRAETORIAN DIGITAL FIREEMS ACD									

Door County

Accounts Payable Invoice Report

Invoice Date Range 08/01/20 - 08/14/20
 Report By Department - Batch - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department 29 Emergency Services									
5351	EMS - Online training program - yearly cost	Edit		08/14/2020	08/14/2020	08/14/2020			2,400.00
	Sub-Department 29 Emergency Services Totals					Invoices	1		0
	Vendor 21749 - PRAETORIAN DIGITAL FIREEMS ACD Totals					Invoices	1		\$2,400.00
Vendor 3097 - SISTER BAY/LBRTY GRV FIRE DEPT									
Sub-Department 29 Emergency Services									
862020	EMS - Wood/materials for mounting locker	Edit		08/14/2020	08/14/2020	08/14/2020			94.95
	Sub-Department 29 Emergency Services Totals					Invoices	1		0
	Vendor 3097 - SISTER BAY/LBRTY GRV FIRE DEPT Totals					Invoices	1		\$94.95
Vendor 30820 - STURGEON BAY UTILITIES									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - Headquarters July Utilities	Edit		08/14/2020	08/14/2020	08/14/2020			1,684.63
	Sub-Department 29 Emergency Services Totals					Invoices	1		0
	Vendor 30820 - STURGEON BAY UTILITIES Totals					Invoices	1		\$1,684.63
Vendor 36270 - WASHINGTON ISLAND FERRY LINE I									
Sub-Department 29 Emergency Services									
08/14/2020	EMS - 4th of July ferry charges	Edit		08/14/2020	08/14/2020	08/14/2020			85.50
	Sub-Department 29 Emergency Services Totals					Invoices	1		0
	Vendor 36270 - WASHINGTON ISLAND FERRY LINE I Totals					Invoices	1		\$85.50
	Batch Number 2020-00000450 Totals					Invoices	18		\$13,178.49
	Department 29 - Emergency Services Totals					Invoices	18		\$13,178.49
29 Emergency Services									
						Invoices	18		\$13,178.49
	Grand Totals					Invoices	18		\$13,178.49

