

CHIPPEWA COUNTY
LEGAL & LAW ENFORCEMENT COMMITTEE
REGULAR MEETING
JANUARY 11, 2021
WEBEX CONFERENCE CALL
4:30 PM

DUE TO THE COVID-19 PANDEMIC, THIS MEETING IS BEING HELD VIA CONFERENCE CALL TO COMPLY WITH THE SOCIAL DISTANCING GUIDELINES. IF YOU ARE A MEMBER OF THE PUBLIC AND WISH TO SPEAK, PLEASE CALL THE DIAL IN NUMBER AND THE COMMITTEE CHAIR WILL ACKNOWLEDGE YOU AT THE APPROPRIATE TIME ON THE AGENDA.

MEETING PHONE NUMBER: 1-415-655-0001

MEETING NUMBER (ACCESS CODE): 126 116 6126

MEETING PASSWORD: 452 84 737

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Mechele Shipman	Chippewa County	District 9 (Chair)	Remote	
Lee McMenamin	Chippewa County	District 4 (Vice-Chair)	Remote	
Harold Steele	Chippewa County	District 1	Remote	
Kari Ives	Chippewa County	District 12	Remote	
Tom Thornton	Chippewa County	District 5	Absent	

Others Present Remotely: Randy Scholz, Karen Hepfler, Denise Shervey, Dan Modl, Chad Holum, Curt Dutton with Jim Kowalczyk present in person.

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lee McMenamin, District 4 (Vice-Chair)
SECONDER:	Kari Ives, District 12
AYES:	Shipman, McMenamin, Steele, Ives
ABSENT:	Thornton

1. Approve the agenda
2. Approve the Minutes

Legal & Law Enforcement Committee - Regular Meeting - Jul 20, 2020 4:30 PM

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Webex Conference Call

January 11, 2021
4:30 PM

- Schedule next meeting date - March 15th, 2021 4:30 PM

5. REPORTS

- Clerk of Courts Office Update - Karen Hepfler**
Clerk of Courts, Karen Hepfler gave an office update as well as how they are handling the COVID-19 guidelines to keep the office functioning smoothly.
- Jail Inspection Summary/ Real Living - Curt Dutton**
Jail Captain Curt Dutton informed the committee on the Jail Inspection results. Dutton explained this was the 4th year in a row that the Chippewa County Jail had no violations. Dutton also acknowledged the deputies that were nominated for the Be your Best Award through Real Living for their quick response to an emergency in the jail.
- Division Reports/Spillman Update/Sheriff's Report - Jim Kowalczyk**
Sheriff Kowalczyk gave updates on the Dispatch Center, Investigations, Clerical and Patrol. Captain Dutton also updated the committee on the laundry project as well as the Skytron disinfection robot.

6. BUSINESS ITEMS

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

8. ADJOURN

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harold Steele, District 1
SECONDER:	Kari Ives, District 12
AYES:	Shipman, McMenamin, Steele, Ives
ABSENT:	Thornton

CHIPPEWA COUNTY
LEGAL & LAW ENFORCEMENT COMMITTEE
REGULAR MEETING
JULY 20, 2020
CHIPPEWA COUNTY COURTHOUSE, RM 302
4:30 PM

DUE TO THE COVID-19 PANDEMIC THIS MEETING IS BEING HELD VIA CONFERENCE CALL TO COMPLY WITH THE SOCIAL DISTANCING GUIDELINES. IF YOU ARE A MEMBER OF THE PUBLIC AND WISH TO SPEAK, PLEASE CALL THE DIAL IN NUMBER AND THE COMMITTEE CHAIR WILL ACKNOWLEDGE YOU AT THE APPROPRIATE TIME ON THE AGENDA.

MEETING PHONE NUMBER: 1-415-655-0001

MEETING NUMBER (ACCESS CODE): 126 658 9694

MEETING PASSWORD: 978 36 873

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Mechele Shipman	Chippewa County	District 9 (Chair)	Present	
Lee McMenamin	Chippewa County	District 4 (Vice-Chair)	Present	
Harold Steele	Chippewa County	District 1	Present	
Kari Ives	Chippewa County	District 12	Present	
Tom Thornton	Chippewa County	District 5	Remote	

Others present in person: Randy Scholz, Jim Kowalczyk, Jennifer Steinmetz, Dennis Brown and Karen Hepfler. Present remotely: Jessica Hermann, Wade Newell, Jodi Gobrecht, Curt Dutton, Chad Holum and Denise Shervy.

Recorder: Amanda Richardson

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

Motion (Steele/Ives) to approve while moving Business Item #5 to Business Item #1. Carried by Roll Call. All Supervisors present voting Aye.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Harold Steele, District 1
SECONDER:	Kari Ives, District 12
AYES:	Shipman, McMenamin, Steele, Ives, Thornton

1. Approve the agenda
2. Approve the Minutes

Minutes Acceptance: Minutes of Jul 20, 2020 4:30 PM (Consent Agenda)

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 20, 2020
4:30 PM

Legal & Law Enforcement Committee - Regular Meeting - May 18, 2020 4:30 PM

Legal & Law Enforcement Committee - Special Meeting - Jun 15, 2020 4:30 PM

3. Schedule next meeting date - 09/21/2020 4:30PM

5. REPORTS

1. Staffing Update - Karen Hepfler
Clerk of Courts Karen Hepfler gave an office staffing update.
2. Division Reports /Sheriff's Report/ Spillman Update - Jim Kowalczyk
Sheriff Kowalczyk gave an update on Spillman as well as the Sheriffs and Division Reports while Captain Dutton gave an update on the Jail.

6. BUSINESS ITEMS

1. Review Proposed 2021 Emergency Management Budgets - Dennis Brown
Dennis Brown presented the 2021 Emergency Management Budget
Motion (Thornton/McMenamin) to forward the 2021 Emergency Management Budget to the County Administrator. Passed without negative vote.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Tom Thornton, District 5
SECONDER:	Lee McMenamin, District 4 (Vice-Chair)
AYES:	Shipman, McMenamin, Steele, Ives, Thornton

2. Review Proposed 2021 Probate Budget - Jessica Hermann
Jessica Hermann presented the 2021 Probate Budget
Motion (Ives/Steele) to forward the 2021 Probate Budget to the County Administrator. Passed without negative vote.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Kari Ives, District 12
SECONDER:	Harold Steele, District 1
AYES:	Shipman, McMenamin, Steele, Ives, Thornton

3. Review Proposed 2021 Coroner Budget - Ron Patten
Randy Scholz, County Administrator, presented the 2021 Coroner Budget.
Motion (Thornton/Steele) to forward the 2021 Coroner Budget to the County Administrator. Passed without negative vote.

Minutes Acceptance: Minutes of Jul 20, 2020 4:30 PM (Consent Agenda)

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 20, 2020
4:30 PM

RESULT: FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER: Tom Thornton, District 5
SECONDER: Harold Steele, District 1
AYES: Shipman, McMenamin, Steele, Ives, Thornton

4. Review Proposed 2021 Circuit Court Budgets - Karen Hepfler
Karen Hepfler presented the 2021 Clerk of Courts Budget
Motion (McMenamin/Ives) to forward the 2021 Clerk of Courts Budget to the County Administrator. Passed without negative vote.

RESULT: FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER: Lee McMenamin, District 4 (Vice-Chair)
SECONDER: Kari Ives, District 12
AYES: Shipman, McMenamin, Steele, Ives, Thornton

5. Review Proposed 2021 Child Support Budget - Denise Shervey
Denise Shervey presented the 2021 Child Support Budget
Motion (Steele/Ives) to forward the 2021 Child Support Budget to the County Administrator. Passed without negative vote.

RESULT: FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER: Harold Steele, District 1
SECONDER: Kari Ives, District 12
AYES: Shipman, McMenamin, Steele, Ives, Thornton

6. Review Proposed 2021 District Attorney Budgets - Wade Newell/Jodi Gobrecht
Wade Newell and Jodi Gobrecht presented the 2021 District Attorney Budget.
Motion (Steele/Thornton) to forward the 2021 District Attorney Budget to the County Administrator. Passed without negative vote.

RESULT: FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER: Harold Steele, District 1
SECONDER: Tom Thornton, District 5
AYES: Shipman, McMenamin, Steele, Ives, Thornton

7. Review Proposed 2021 Sheriff Department Budgets - Jim Kowalczyk /Jennifer Steinmetz
Jennifer Steinmetz presented the 2021 Sheriff Department Budget.
Motion (McMenamin/Ives) to forward the 2021 Sheriffs Department Budget to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye except Supervisor Steele. Passes by a 4 to 1 vote.

Minutes Acceptance: Minutes of Jul 20, 2020 4:30 PM (Consent Agenda)

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 20, 2020
4:30 PM

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [4 TO 1]
MOVER:	Lee McMenamin, District 4 (Vice-Chair)
SECONDER:	Kari Ives, District 12
AYES:	Shipman, McMenamin, Ives, Thornton
NAYS:	Steele

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

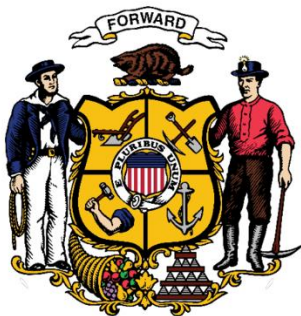
Supervisor Steele would like to have discussion on the use of Body Cameras by the Sheriffs Department.

8. ADJOURN

Motion (McMenamin/Ives) to adjourn. Passed without negative vote. Adjourned at 5:40 pm.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lee McMenamin, District 4 (Vice-Chair)
SECONDER:	Kari Ives, District 12
AYES:	Shipman, McMenamin, Steele, Ives, Thornton

Minutes Acceptance: Minutes of Jul 20, 2020 4:30 PM (Consent Agenda)



Wisconsin Department of Corrections

Governor Tony Evers | Secretary Kevin A. Carr

Office of Detention Facilities

December 14, 2020

Sheriff James Kowalczyk
Chippewa County Sheriff's Department
32 Spruce Street
Chippewa Falls, WI 54729

Re: 2020 Annual Inspection

Dear Sheriff Kowalczyk:

On November 19, 2020 the annual inspection of the Chippewa County Jail was conducted pursuant to WI Statute 301.37(3). The inspection compared the facility and its operation to applicable state statutes and Department of Corrections Administrative Code Chapter DOC 350. This inspection consisted of a tour of the facility; interviews with administration, staff, and inmates; review of inmate files; a review of the policy and procedure manual; and a review of facility records and documentation.

The maximum rated capacity of the facility is 198. On the day of the inspection, there were 74 inmates incarcerated in the facility.

Improvements since Previous Inspection

- Placed all working Huber inmates on electronic monitoring as a response to COVID-19.
- Purchased iPads for programming, attorney visits, and court.
- Implemented COVID-19 procedures utilizing screening of everyone that enters the jail, quarantine blocks for inmates, and strict cleaning procedures to mitigate chances the virus could affect the inmate population.
- Installed temperature kiosk scanners at all entry points into the jail to rapidly scan the temperature of all that enter the jail for the presence of a high temperature, which is a key symptom of COVID-19.
- Purchased a Skytron UV-disinfecting light as well as a Clorox 360 electrostatic sprayer to kill the COVID-19 virus and help keep the inmates and staff safer.
- Installed industrial washer and dryer to meet the demand of all inmate laundry needs instead of having the laundry done off-site. As part of this project, the female locker room was remodeled.

Goals and Initiatives

- Upgrade the security round monitoring system to Guard 1 Real Time.
- Implement electronic medical records to increase record accuracy.
- Implement Morpho-IDent Real Time Identification to assist in identifying people suspected of giving a false name or alias.
- Purge the jail records to comply with county records retention policy and move the records room downstairs.
- Install a body scanner that was approved as a capital improvement project.

Summary of Jail Operations

I met with the administrative, security, healthcare, and foodservice staff to conduct the annual inspection. The site visit included a review of the facility records and documentation, as well as a walkthrough of the detention areas.

On the day of inspection the inmate population was down due to the COVID-19 pandemic. The facility appeared to be clean and in good repair. When conducting the walkthrough, I did not receive any complaints regarding conditions of confinement or staff supervision.

The laundry room and female locker room remodel project was underway. The project is near completion with an expectation of using the space at the end of 2020.

Variances

- There are no approved variances on file with the Department.

Inspection Findings:

- There were no violations noted during this year's inspection.

Approval

The Chippewa County Jail is approved by the Department of Corrections for the secure detention of adult inmates with the maximum capacity of 198.

I wish to thank Captain Dutton and his staff for their assistance, cooperation and professionalism during the inspection process.

If you have any questions regarding the inspection results summarized in this letter or any other correctional matters, please contact me.

Sincerely,



Brad Hoover

Detention Facilities Specialist

cc: Curt Dutton, Jail Administrator
Greg Bucholtz, Director-ODF
File

Attachment: 2020 Chippewa County Jail Inspection Summary Letter (6117 : Jail Inspection Summary)

Be Your

★ **BEST** ★
Awards ★

Do you know someone who strives to be their **BEST** personally and professionally? Whom you admire for their positive attitude?

Nominate them for REALiving's Be Your BEST Award!

One winner per issue is selected and featured in the REALiving Magazine. From the winners, one yearly winner is selected and announced at the **Annual Be Your BEST Conference**.

Congratulations to:
Deputies Jorge Huerta, Grace Johnson,
Allyson Farrand, and Tiffany Vickery,
and Sergeant Albert Thao
Chippewa County Sheriff's Office, Chippewa Falls, Wisconsin

Captain Curt Dutton, jail administrator for the Chippewa County Sheriff's Office, didn't let any dust settle before sending REALiving a note praising his staff for their recent life-saving efforts.

Captain Dutton shared that Deputies Jorge Huerta, Grace Johnson, Tiffany Vickery, and Allyson Farrand and Sgt. Albert Thao were all working in the jail together. They received a duress alarm activated by the inmates in North Block. Four officers responded while the fifth was in Master Pod Control. They discovered an inmate unconscious

on the floor. The employees quickly began a first aid assessment. The inmate's health was quickly deteriorating. Though he initially had a pulse it soon began to fade. At that time the employees started CPR and continued life saving efforts until EMS arrived on scene and took over. Due to their efforts, the inmate is alive and well!

Congratulations to the involved employees on a quick, professional, courageous, and successful intervention in which a life was saved!

Back Row L to R

Deputy Allyson Farrand
 Deputy Tiffany Vickery
 Sergeant Albert Thao

Front Row L to R

Deputy Grace Johnson
 Deputy Jorge Huerta



REALiving
 Helping You Be Your BEST.

To nominate someone for next quarter, go to EAP.REALiving.com by **March 31, 2021**.

