

Chippewa County

Legal & Law Enforcement Committee

Regular Meeting

November 17, 2025

Chippewa County Courthouse, Room 302

4:00 PM

1. Call to Order

The Chair called the meeting to order at 04:00 PM

2. Roll Call

Members Present:

Brian Flynn, Peter Gehring, Charles Bomar, James Meinen, Dennis Bachman

Members Absent:

Others Present: Tamee Thom, Curt Dutton, James Maki, Travis Hakes, Andy Albarado and Amanda Richardson

3. Members of the Public Wishing to Be Heard

(Comments will be limited to 5 minutes per speaker.)

4. Consent Agenda

(Unless separation of an item is requested, all items will be adopted under one motion.)

Motion:	Approved
Result:	Passed (5 - 0)
Mover:	Charles Bomar
Seconder:	James Meinen
Ayes:	Brian Flynn, Peter Gehring, Charles Bomar, James Meinen, Dennis Bachman
Nays:	None
Absent:	

1. Approve the Agenda
2. Approve the Minutes - July 21st, 2025 4:00 PM

5. Reports

1. Update on Agenda Management Software and Notifications - Amanda Richardson

Deputy County Clerk, Amanda Richardson, checked in with the committee to see if they were all comfortable using the new agenda software system, getting their email notifications and answered any questions they had.

2. PSAP Grant Program Award - Tamee Thom

Emergency Communications Center Director, Tamee Thom, informed the committee of a grant they received from the Department of Military Affairs along with a 10% County match of \$50,513.10. The money will provide funding for equipment upgrades and advanced training for Next Generation 911 implantation. (Copy on file)

3. Chippewa County Festival Statistics - Curt Dutton

Chief Deputy, Curt Dutton, presented the 2025 Chippewa County Music Festival calls for service statistics.

4. Jail Report - James Maki

Jail Captain, James Maki, briefed the committee on vendor savings as well as staffing levels. Maki also noted that

they received no infractions during their 2025 Jail Inspection from the Wisconsin Department of Corrections. This would be the 5th year in a row with no violations which is a huge accomplishment as well as creating a low liability for the County. (Copies on File)

6. Business Items

1. Change January 2026 Legal & Law Meeting Date - Brian Flynn

Motion:	Approved
Result:	Passed (5 - 0)
Mover:	Charles Bomar
Second:	James Meinen
Ayes:	Brian Flynn, Peter Gehring, Charles Bomar, James Meinen, Dennis Bachman
Nays:	None
Absent:	

7. Agenda Items for Future Consideration

8. Adjourn

Result:	(5 - 0)
Mover:	Charles Bomar
Second:	James Meinen
Ayes:	Brian Flynn, Peter Gehring, Charles Bomar, James Meinen, Dennis Bachman
Absent:	

The meeting adjourned at: 04:55 PM

CHIPPEWA COUNTY
LEGAL & LAW ENFORCEMENT COMMITTEE
REGULAR MEETING
JULY 21, 2025
CHIPPEWA COUNTY COURTHOUSE, RM 302
4:00 PM

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Brian Flynn	Chippewa County	District 18, Chair	Present	
Peter Gehring	Chippewa County	District 4, Vice-Chair	Present	
Charles Bomar	Chippewa County	District 12	Present	
James Meinen	Chippewa County	District 20	Present	

Others Present: Andy Albarado, Jaynee Brannen, Jennifer Steinmetz, Curt Dutton, Ann Boehmer, Denise Shervey, Ron Patten, Jessica Hermann and Wade Newell.

Recorder: Amanda Richardson

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	James Meinen, District 20
AYES:	Flynn, Gehring, Bomar, Meinen

1. Approve the Agenda

2. Approve the Minutes

Legal & Law Enforcement Committee - Regular Meeting - May 19, 2025 4:00 PM

3. Schedule Next Meeting Date - September 15, 2025 4:00 PM

5. REPORTS

1. Jail Update - James Maki

Chief Deputy Dutton presented the Jail Update report on behalf of Jail Captain James Maki. (Copy on file)

2. Sheriffs Report Discussion - Brian Flynn

Supervisor Gehring discussed the history of the Sheriff's Report being given by the Chief Deputy Curt Dutton and would like to continue it that way going forward.

6. BUSINESS ITEMS

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 21, 2025
4:00 PM

1. Review Draft Resolution to Create a Part-Time Legal Secretary Position in the District Attorney's Office as Part of the 2026 Budget Process
District Attorney, Wade Newell, discussed the need for a part-time legal secretary as well as the funding for the position.
Motion (Bomar/Gehring) to approve. Carried by Roll Call. All Supervisors present voting Aye. Approved on 07/21/2024.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	Peter Gehring, District 4, Vice-Chair
AYES:	Flynn, Gehring, Bomar, Meinen

2. Review Proposed 2026 District Attorney Budget - Wade Newell
District Attorney, Wade Newell, presented the proposed 2026 District Attorneys Office Budget. (Copy on file)
Motion (Bomar/Meinen) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	James Meinen, District 20
AYES:	Flynn, Gehring, Bomar, Meinen

3. Review Proposed 2026 Child Support Budget - Denise Shervey
Child Support Director, Denise Shervey, presented the proposed 2026 Child Support Budget. (Copy on File)
Motion Gehring/Bomar) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Peter Gehring, District 4, Vice-Chair
SECONDER:	Charles Bomar, District 12
AYES:	Flynn, Gehring, Bomar, Meinen

4. Review Proposed 2026 Coroner Budget - Ron Patten
Chippewa County Coroner, Ron Patten, presented the proposed 2026 Coroner Budget. (Copy on file)
Motion Meinen/Bomar) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	James Meinen, District 20
SECONDER:	Charles Bomar, District 12
AYES:	Flynn, Gehring, Bomar, Meinen

5. 9067 : Review Proposed 2026 Circuit Court Budget - Jaynee Brannen

Legal & Law Enforcement Committee

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

July 21, 2025
4:00 PM

Chief Deputy, Jaynee Brannen, presented the proposed 2026 Circuit Court Budget. (Copy on File)
Motion (Bomar/Meinen) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	James Meinen, District 20
AYES:	Flynn, Gehring, Bomar, Meinen

6. Review Proposed 2026 Probate Budget - Jessica Hermann
Register in Probate, Jessica Hermann, presented the proposed 2026 Probate budget. (Copy on file)
Motion (Meinen/Gehring) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	James Meinen, District 20
SECONDER:	Peter Gehring, District 4, Vice-Chair
AYES:	Flynn, Gehring, Bomar, Meinen

7. Review Proposed 2026 Sheriff Department Budget - Curt Dutton
Chief Deputy, Curt Dutton and Accountant Ann Boehmer presented the proposed 2026 Sheriff Department budget. (Copy on file)
Motion Bomar/Meinen) to forward to the County Administrator. Carried by Roll Call. All Supervisors present voting Aye. Motion carried on 07/21/2025.

RESULT:	FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	James Meinen, District 20
AYES:	Flynn, Gehring, Bomar, Meinen

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

Chief Deputy Dutton stated he will have all the music festival statistics by the next meeting if the committee would like a report on that.

8. ADJOURN

Motion (Bomar/Meinen) to adjourn. Carried by Roll Call. All members present voting Aye. Motion carried. Meeting adjourned at 4:50 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Charles Bomar, District 12
SECONDER:	James Meinen, District 20
AYES:	Flynn, Gehring, Bomar, Meinen

November 6, 2025

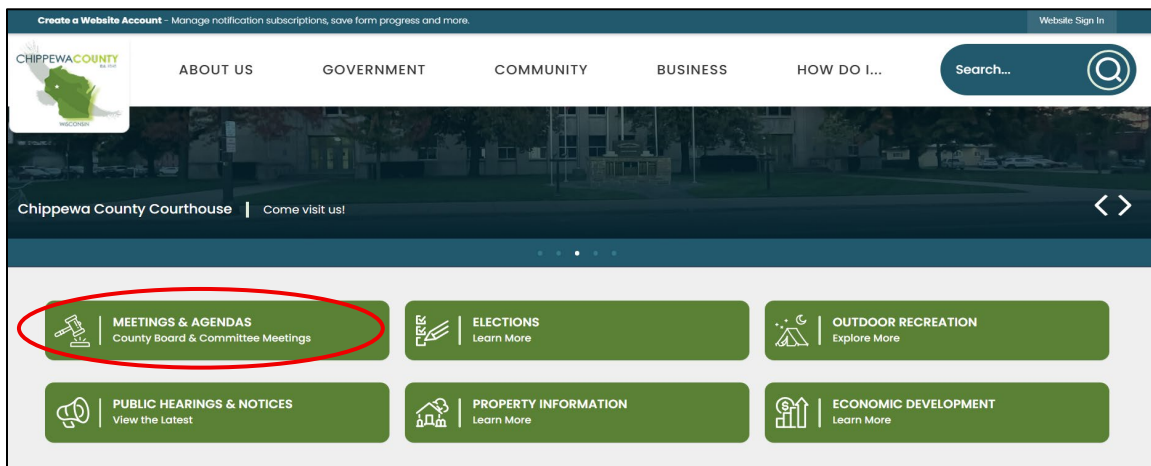
RE: How to Sign Up to Receive County Board and Committee Meeting Agenda Notifications

Chippewa County recently implemented a new website and a new agenda management software, both with a company called CivicPlus. This document will provide you with instructions on how to receive email notifications when County Board and/or committee agendas are posted.

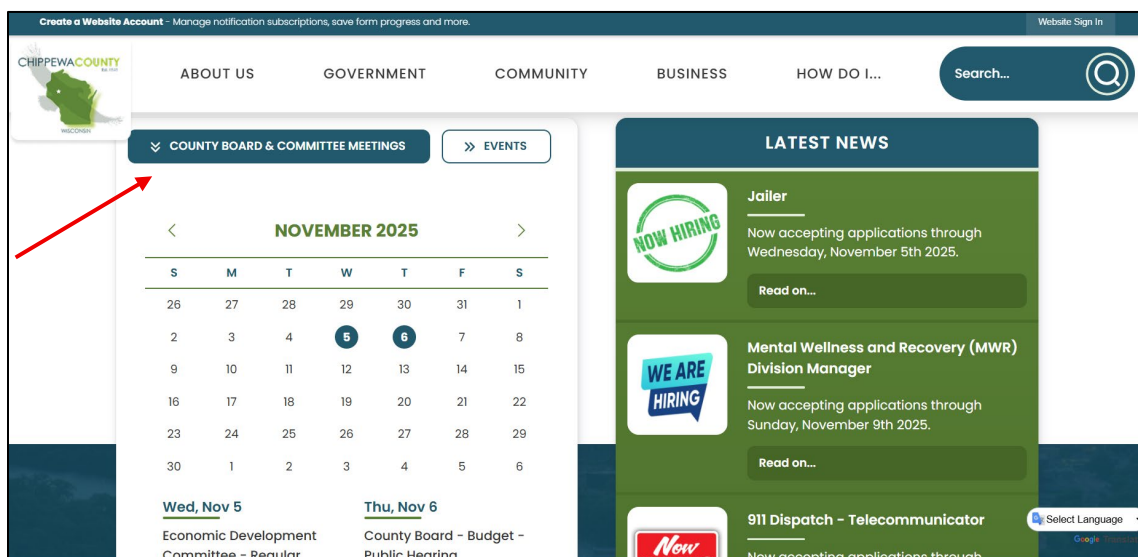
PLEASE NOTE: If you were previously registered to receive email notifications regarding items on our website or when agendas/minutes are posted for meetings, you will need to register again on our new website. Unfortunately, we were not able to transition that information from one system to the other.

HOW TO VIEW THE AGENDAS/MINUTES

There are a couple ways you can access this information. The easiest way is to click on the green “Meetings and Agendas” button on our homepage. (see below)



Another option is to click on the “County Board & Committee Meeting” calendar. (see below)

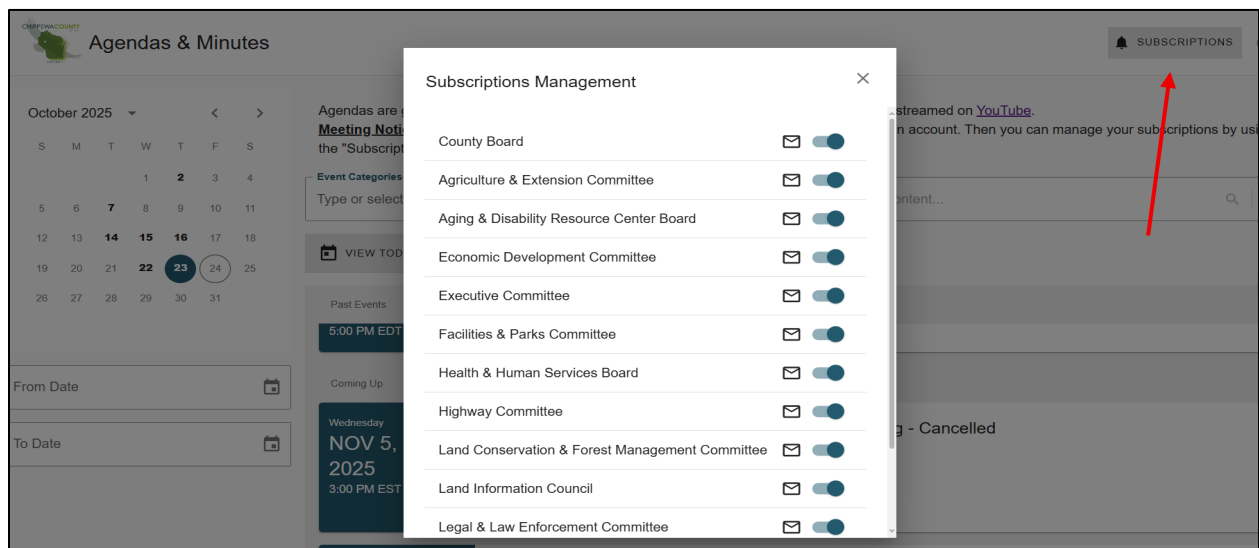
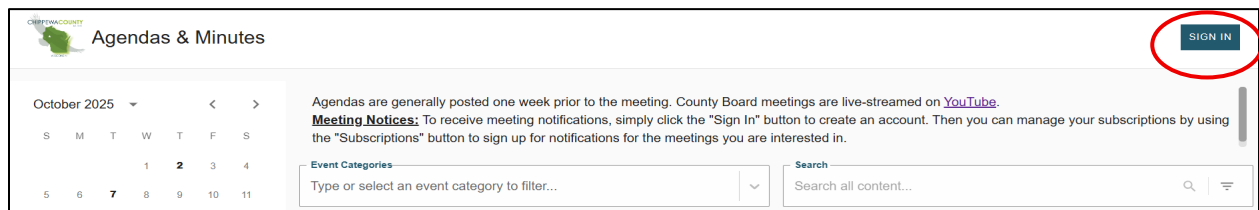


After you click either of these options it will take you to the public agenda portal where you can sign up.

HOW TO SIGN UP TO RECEIVE COUNTY BOARD/COMMITTEE AGENDA NOTICES

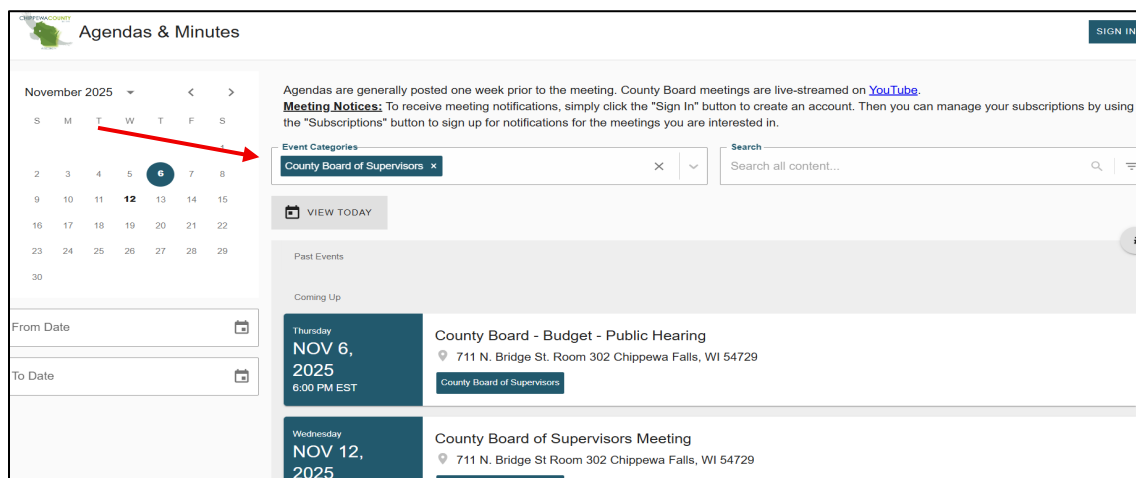
Everyone will need to register on our website if you want to receive an email notification when an agenda is posted. This includes all County Board Supervisors, voting committee members, staff and members of the public.

Below are a couple snapshots of the public portal where you can go to sign up to get notifications for agendas and minutes. After you sign in, then you can click the subscription button and select the committees you want to receive email notifications for. You will need to enter your email address and your password.

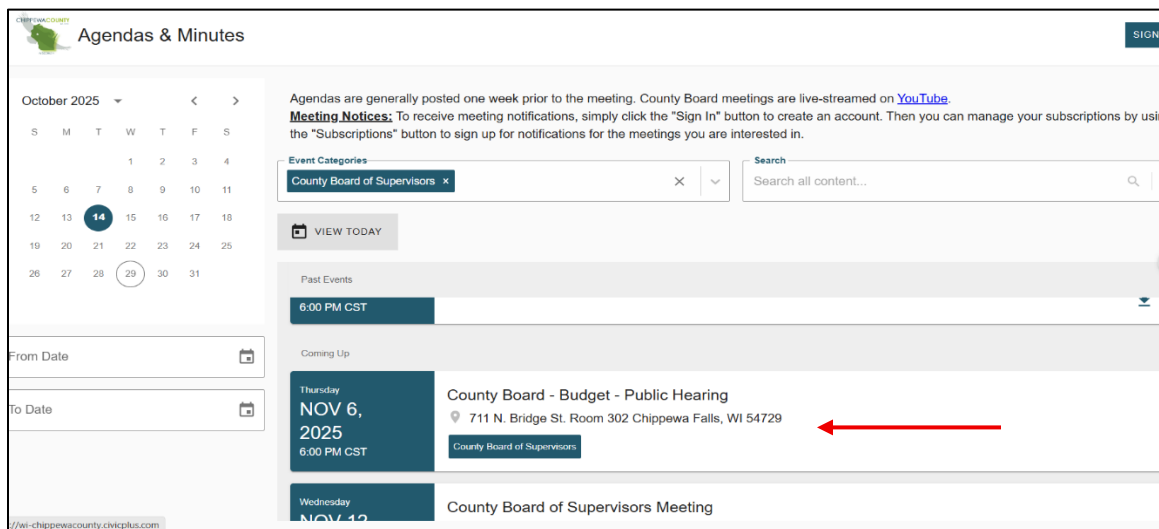


HOW TO NAVIGATE THE PUBLIC MEETING PORTAL

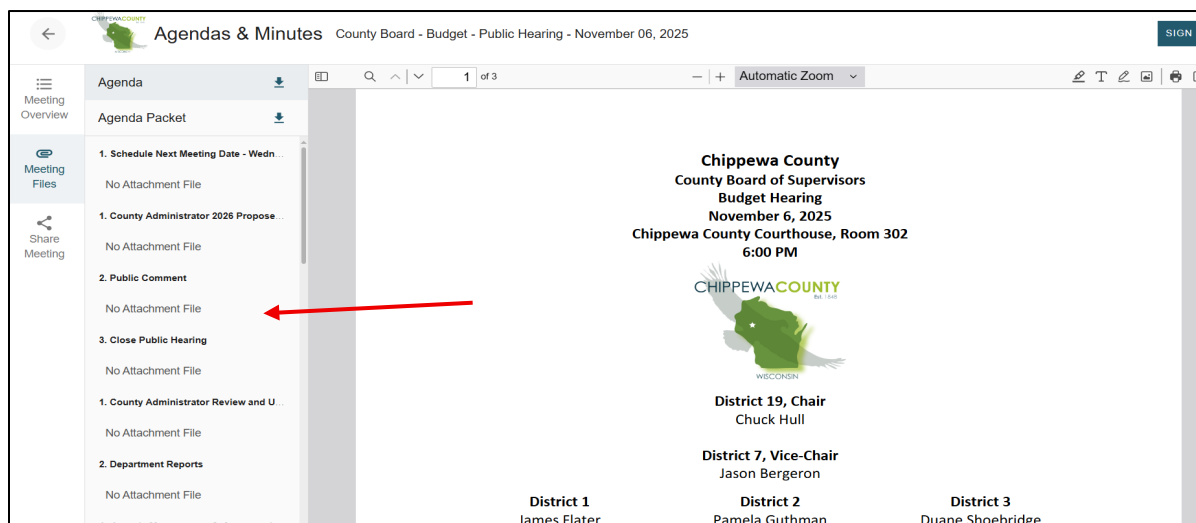
The image below shows how you can search in the Event Category field and select the committee or board you are looking for.



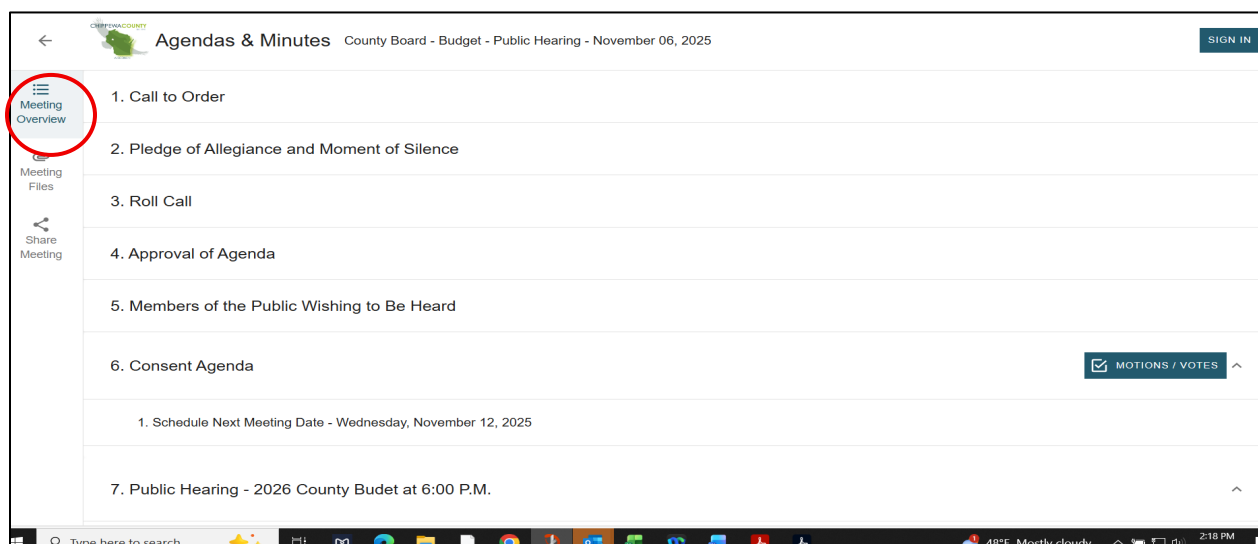
To view the meeting agenda and packet click on the meeting.



On the left-hand side of the screen you will see the outline for the agenda and packet.



If you click on **meeting overview** it will show you an outline of the agenda.



If you click on **meeting files** you will see the agenda packet.

Agendas & Minutes County Board - Budget - Public Hearing - November 06, 2025

Meeting Overview

Meeting Files

Share Meeting

Agenda Packet

1. Schedule Next Meeting Date - Wedn ...
No Attachment File

1. County Administrator 2026 Propose ...
No Attachment File

2. Public Comment
No Attachment File

3. Close Public Hearing
No Attachment File

1. County Administrator Review and U ...
No Attachment File

2. Department Reports
No Attachment File

Chippewa County
County Board of Supervisors
Budget Hearing
November 6, 2025
Chippewa County Courthouse, Room 302
6:00 PM

CHIPPEWACOUNTY
EST. 1848
WISCONSIN

District 19, Chair
Chuck Hull

District 7, Vice-Chair
Jason Bergeron

District 1 District 2 District 3

If an item has a down arrow () you can click on it to view the supporting documents.

Meeting Overview

Meeting Files

Share Meeting

Agenda Packet

A. Agenda Management Software and ...
CIVIL RIGHTS GO LIVE FINAL
10-27-2025

B. 2025 Report of Highway Operations ...
Statement of Explanation
Presentation - Operations Report -2025

3. General Reports
No Attachment File

1. Res. 34-25: Resolution To Approve ...
Resolution To Approve
County Aid In 2026 For
Bridges and Culverts -
Chris Elstran



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

PO BOX 14587
MADISON 53708-0587

OFFICE OF EMERGENCY COMMUNICATIONS

TELEPHONE 608 888-5501

October 31, 2025

Chippewa County Sheriff's Office
Andy Albarado, County Administrator
32 E Spruce St
Chippewa Falls, WI 54729

RE: **Chapter DMA 2 PSAP Grant Program**

Dear Andy Albarado,

The Wisconsin Department of Military Affairs/Office of Emergency Communications (DMA/OEC) is pleased to award **Chippewa County Sheriff's Office** state funding through the PSAP Grant Program to provide additional funding for the equipment upgrades and advanced training necessary for Next Generation 9-1-1 (NG9-1-1) implementation. Before work on the grant project can begin, we will need the following:

1. Thoroughly read each document within this award package.
2. The **Signatory Official** must sign and initial where indicated including the bottom of each page and the last page. Electronic signatures are acceptable.
3. The **Signatory Official** is responsible for ensuring that the agency agrees with the terms and conditions of this grant award. If the agency or signatory official does not agree with the terms and conditions, they may notify the program contact identified in the award package to decline the award.
4. The **Main Point of Contact** must initial where indicated for any budget notes and/or special conditions that are listed.
5. Maintain a copy of the signed award documents. Return the signed award documents via email within thirty (30) days to interop@widma.gov.

Please feel free to reach out to the Grant Specialist, Grant Grywalsky, with any questions. We look forward to a collaborative working relationship with **Chippewa County Sheriff's Office**.

Sincerely,

Grant Grywalsky
NextGen9-1-1 Grant Specialist
Office of Emergency Communications
WI Dept of Military Affairs

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

October 31, 2025

Chippewa County Sheriff's Office
Andy Albarado, County Administrator
32 E Spruce St
Chippewa Falls, WI 54729

Re: **Chapter DMA 2 PSAP Grant Program**

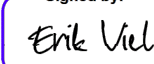
Grant Number: **2026-P107**

The Department of Military Affairs (DMA), Office of Emergency Communications (OEC) hereby awards to **Chippewa County Sheriff's Office** (hereinafter referred to as the Grantee), the amount of \$50,513.10 for programs or projects pursuant to the 2019 Wisconsin Act 26 and Chapter DMA 2 of the Wisconsin Administrative Code.

This grant may be used until **June 1, 2027** for the projects consistent with the budget and general conditions in Attachment A, subject to any grant assurances set forth in Attachment B, the reporting requirements outlined in Attachment C, and the approved budget in Attachment D. Attachments A-D are incorporated into this award letter.

The Grantee shall administer the program or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Department of Military Affairs. The submitted application is hereby incorporated as reference into this award as Attachment E.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A, B and/or C) starting December 1, 2025 and after the Grantee signs and returns a signed version of this grant award to the Department of Military Affairs. Keep a copy of these documents for your records.

Signed by:

4249C565540744F...
Erik Viel, Director
Office of Emergency Communications
Wisconsin Department of Military Affairs

11/5/2025 | 12:20 PM CST

Date

The Grantee, Chippewa County Sheriff's Office hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.
Grantee: **Chippewa County Sheriff's Office**

By: _____
Andy Albarado, County Administrator

Date

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

Grantee: **Chippewa County Sheriff's Office** Grant Number: **2026-P107**
 Project Title: **FY26 PSAP Grant Program**
 Statute Reference: **§ 256.35 (3s) (bm) and § 20.465 (3) (qm)** STATE ID: **465.368**

Grant Period from: **December 1, 2025 to June 1, 2027**

APPROVED BUDGET

See Attachment D for complete approved budget

STATE (90%) TOTAL	MATCH (10%) TOTAL	TOTAL APPROVED BUDGET
\$45,461.79	\$5,051.31	\$50,513.10

Budget Note(s) Main Point of Contact: Initials _____ Date _____

Below is a list of items that were identified as unallowable in the grant application. Amounts identified as unallowable may be allocated to other allowable expenses through a grant modification.

1. The When I Work software is considered an unallowable expense under the Chapter DMA 2 PSAP grant program as PSAP staffing and overhead costs.
2. The cellular hotspot costs are considered unallowable under the Chapter DMA 2 PSAP grant program as overhead costs.
3. Costs associated with wellness supplies are not considered an allowable expense related to advanced telecommunicator training or other allowable expenses under the Chapter DMA 2 PSAP Grant Program. For this reason, the massage chair is unallowable.
4. Telecommunicator CPR certification and other related expenses are now available through state grants administered by the Wisconsin Department of Health Services. These costs are no longer allowable under the Chapter DMA 2 PSAP grant program as there are other grants available for that purpose.
5. Based on application follow up, contracts for IamResponding, Virtual Academy, and Rapid Notification are unallowable as the contract has already begun with services being provided prior to the start of the grant performance period. The Virtual Academy costs (excluding the CTO add on) starting July 1, 2026 may be allowable if it is a new contract. Please contact OEC to request a grant modification if the grantee still wishes to pursue that purchase.
6. Costs associated with mental health therapy sessions are not considered an allowable expense related to advanced telecommunicator training. For this reason, the Hakes Wellness Solution services are unallowable.

Please contact Jessica Jimenez if you have any questions about the changes to your budget.

Special Condition(s) Main Point of Contact: Initials _____ Date _____

The following must be addressed during the performance period:

1. Grant reimbursement for advanced training is contingent on OEC approval in advance of the scheduled conference or training. Conference agendas must include topics applicable to advanced telecommunicator training. Attendees receiving grant reimbursement must meet the definition of a "Telecommunicator" as defined in Chapter DMA 2.02 (12) of the Wisconsin Administrative Code.
2. The advanced telecommunicator training opportunities may be opened up to other PSAPs but must prioritize telecommunicators employed by Chippewa County Sheriff's Office.
3. Use of AI Skill Lab cannot count towards the minimum 40-hours of basic telecommunicator training required to fulfill the eligibility requirements for this grant program under Chapter DMA 2.04 (4)(a).

Signatory Official

Initials _____

Date _____

Force Fields 2025

911 Investigate (4)

Assist Vehicle (1)

Check-Person (10)

Crash-No Injury (1)

Disorderly Conduct (3)

Domestic (1)

Drug Related (12)

EMS Standby (27)

Escort (2)

Found Property (5)

Fraud (1)

Noise Complaint (1)

Vehicle Theft (1)

Hoofbeat 2025

911 Investigate (9)

911 No Action Taken (8)

Animal Abuse (1)

Assault (4)

Assist LE (1)

Check-Person (14)

Crash-No Injury (9)

Criminal Damage (1)

Disorderly Conduct (2)

Domestic (2)

EMS Standby (23)

EMS Transport to Hospital (2)

Escort (1)

Fire Alarm (1)

Found Property (1)

Misc Complaint (3)

Missing Person (1)

Sex Offense (2)

Suspicious Object (1)

Theft (1)

Trespass (2)

Vehicle Theft (1)

Underage Drinking (112)

One Fest 2025

911 Calls (2)

Animal Bite (1)

EMS (5)

Parking Complaint (1)

Rock Fest 2025

911 Investigate (12)

911 No Action Taken (10)

Animal Bite (1)

Assault (1)

Check-Person (16)

Crash-No Injury (1)

Criminal Damage (1)

Disorderly Conduct (1)

Domestic (3)

Dug Related (7)

EMS Standby (49)

Escort (1)

Fire Alarm (1)

Found Property (11)

Fraud (1)

Harassment (1)

Juvenile Case (2)

Misc Complaint (1)

Sex Offense (2)

Theft (3)

Vehicle Theft (2)

Warrant Arrest (2)

Chippewa County Sheriff's Office

Travis Hakes, Sheriff

Curt Dutton, Chief Deputy

Highlights/Accomplishment:

The jail continues to see significant savings in medication for inmates through the new vendor. While it is difficult to compare previous medications inmates have taken by year, the comparisons that we have made show vast savings. (See below)

The jail is no longer housing Eau Claire inmates.

The state jail inspection went well on-site. The inspector is reviewing documents and will provide a report at a later date.

The new communication vendor finished installation. I was able to work with our current law library vendor and will be completing that contract to save about \$4025/year.

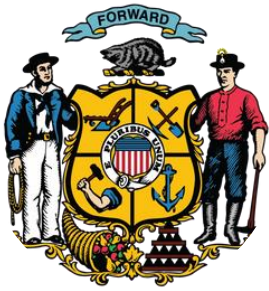
Statistics:

Staffing Levels: The jail currently has 4 jailer vacancies, 1 in training, 1 going to the jail academy, and 1 starting recruit academy in January.

Priorities

Recruit, maintain and train staff.

	2024		2025	
<u>2024</u>	<u>DIAMOND</u>		<u>WESTWO</u>	<u>(SAVINGS)/EXPE</u>
JAN	\$12,337.37	JAN	\$2,856.80	NSE (\$9,480.57)
FEB	\$7,488.88	FEB	\$3,258.75	(\$4,230.13)
MAR	\$8,350.99	MAR	\$1,785.73	(\$6,565.26)
APR	\$9,203.26	APR	\$3,283.53	(\$5,919.73)
MAY	\$24,546.25	MAY	\$3,738.03	(\$20,808.22)
JUN	\$10,248.98	JUN	\$4,440.66	(\$5,808.32)
JUL	\$7,863.85	JUL	\$2,044.75	(\$5,819.10)
AUG	\$7,068.97	AUG	\$3,495.32	(\$3,573.65)
SEP	\$7,371.55	SEP		
OCT	\$13,895.40	OCT		
NOV	\$11,909.05	NOV		
DEC	\$3,874.09	DEC		
	\$124,158.64		\$24,903.57	(\$62,204.98)



Wisconsin Department of Corrections

Governor Tony Evers | Secretary Jared Hoy

Office of Detention Facilities

Date: November 10, 2025

Sheriff Travis Hakes
Chippewa County Sheriff's Department
32 Spruce Street
Chippewa Falls, WI 54729

RE: 2025 Annual Inspection

Facility Name: Chippewa County Jail
Address: 32 Spruce Street
Chippewa Falls, WI 54729

Facility Type and Applicable Wisconsin Administrative Code:

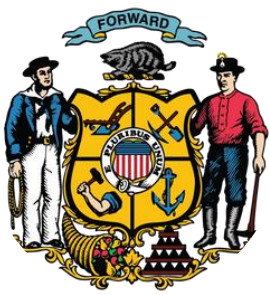
- ☐ Juvenile Detention Facility (Chapter DOC 346)
- ☐ Secured Residential Care Center for Children and Youth (Chapter DOC 347)
- ☐ Huber Facility (Chapter DOC 348)
- ☐ Municipal Lockup Facility (Chapter DOC 349)
- ☒ Jail (Chapter DOC 350)

Date of Inspection: October 9, 2025 **Inspected By:** Brad Hoover

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

Approved Capacity Details

Maximum Rated Capacity	Population on the Day of Inspection	Is Facility Approved to Double Cell	Is Facility Approved to Hold Juveniles
198	83	Yes	No



Wisconsin Department of Corrections

Governor Tony Evers | Secretary Jared Hoy

Office of Detention Facilities

Inspection Results:

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

Inspection Comments:

- It was discussed during the inspection that the agency may want to consider adding a secure sharps cabinet for the kitchen. This would allow staff to make a visual account that all the sharps are accounted for while still having a secure procedure in place.
- During the walk through of the facility the jail was clean, well-organized, and maintained in good condition. Housing units and support areas were observed to be orderly and free of clutter, reflecting positively on the staff's attention to cleanliness and detail.

Staff interaction with inmates were professional and I did not receive any complaints from inmates regarding conditions of confinement or staff supervision. Staff should be commended for their efforts.

In closing, I would like to thank Captain Maki and your staff for their cooperation during this inspection process. If you have any questions regarding this report or any other matter please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Hoover", with a long horizontal flourish extending to the right.

Brad Hoover, Inspector
Office of Detention Facilities

Cc: James Maki, Captain
Greg Bucholtz, ODF Director
File