

KENOSHA JOINT SERVICES BOARD

February 27, 2018

The Kenosha Joint Services Board meeting was **Called to Order** at 4:30 p.m. by Chairman Jeffrey Gentz in the Joint Services Administration Conference Room located in the Kenosha County Public Safety Building.

The **Members in Attendance** were Chairman Jeffrey Gentz, County Chief of Staff Jennie Tunkieicz, Chief of Police Daniel Miskinis, County Supervisor Daniel Esposito, City Alderman Rocco LaMacchia Sr., Board Member Mark Modory and Youth in Governance Janaki Rawal and Youth in Governance Jamal Hanson

City Administrator Frank Pacetti was excused.

Under **Citizen Comments**, there were none.

Under **Approval of Minutes of Open Sessions Held November 28, 2017**, Mr. LaMacchia made a motion to approve and Ms. Tunkieicz seconded. Motion approved unanimously.

Under **Director's Report**, Director Genthner reported he would be happy to answer any questions regarding the Director's Report included in their Board packet. Director Genthner reported that he received a scholarship to the Tyler Connect conference in April 2018; it will be located in Boston, Massachusetts this year. The conference will be held during the next Board meeting date and requests that the April meeting be rescheduled. Chairman Gentz stated that they can move that month's Board meeting to April 17, 2018, at 4:30pm.

Ms. Tunkieicz stated that the Fleet Maintenance Vehicle Cleaning Operator has continued to be a rotating position. Director Genthner stated that it has been difficult to find somebody to fill the position, but that Fleet Maintenance Manager Pat Sepanski has a candidate that they are looking at bringing on part-time. The Police Department is currently doing a background check and the hope to receive that back Friday of the current week. The candidate did not go through the traditional hiring process, therefore, he will be a temporary part time employee.

Ms. Tunkieicz noted that it appears they are still working on filling all of the Communications Department open positions and inquired about what the impact has been on the current employees. Communications Manager Mike Blodgett reported that there has been a significant amount of overtime, but it has been decreasing. Director Genthner stated that the last class of 4 new hires progressed through the training quickly and will be working independently soon. On March 19, 2018, 4 more new hires are expected to start. They will enter in to the training process and they hope to have them up and running by the summertime.

Ms. Tunkieicz inquired about the Record's Supervisor position. Records Manager Stephanie Lorenzo stated that the Supervisor position was an internal candidate and that the psychological exam was completed the prior Thursday. Director Genthner stated that they do not do a work trade assessments for entry level Records Clerks, but they typically do them on all supervisors. As they transition from an entry level clerk to a supervisor, the work trade assessment would be performed.

Under **Public Safety Software Project**, Director Genthner reported that they have reached a point at which the software is up and running well. Assistant Director Josh Nielsen reported that the implementation portion of the project has been completed. Currently, they are dealing with day to day operational issues and working on resolutions to issues as they arise. There is an upgrade to the NWS test system scheduled for the end of March and an update to the live production system in June, this will be their first attempt at a version upgrade.

Ms. Tunkieicz inquired how the software was working for KSD and KPD. Captain Hallisy believes it is a great system and makes the community safer due to the instantaneous retrieval of information. Chief Miskinis stated that it is doing far more than many of them expected and believes it's a great system. A brief discussion ensued regarding the software.

The Board accepted the information as presented.

Under **Firing Range**, Director Genthner reported that they had a meeting the previous week with FGM Architects, several consultants and several County employees. They are comfortable moving forward and will be finalizing the plans later in the week and going out for permitting. After those steps are complete, they will then go out to bid. They are anticipating a September 1st completion.

Director Genthner reported that the HVAC portion of the project will be complicated. They will be looking at humidity control and air conditioning along with putting part of the HVAC on the roof and part in the basement. Director Genthner believes the end result of this project will be a state of art gun range. Mr. Esposito inquired whether they anticipated the limitations with HVAC. Director Genthner stated he didn't know how difficult it would be, but that the consultants were aware.

The Board accepted the information as presented.

Under **Radio Console System Replacement**, Director Genthner reported that they are currently doing a study on replacing the radio consoles since they are at their end of life; it will be approximately \$500,000 to replace the consoles.

Communications Manager Mike Blodgett reported that Elert and Associates are performing the study. The radio consoles are the actual control units that the dispatchers use to talk over the radio systems. They are looking at replacing that portion of the equipment and that it is past its useful life. They currently have one system that is down and are having difficulty locating used replacement parts for the units.

Mr. Esposito inquired about what the shelf life would be on a system of this caliber. Mike Blodgett responded that the old system is over 20 years old. Any new system that they were to purchase now would be server based and would typically require replacement parts like a computer.

Chairman Gentz inquired about when they anticipate the study to be completed. Mike Blodgett stated that they believed Elert and Associates would have a draft to them within the week.

The Board accepted the information as presented.

Under **E911 Telephone Equipment Platform**, Communications Manager Mike Blodgett reported that they received the routers needed to connect to West Safety Services for the Text-To-911 service and will be working through the final steps with both parties respective IT departments. Once they begin to accept texts, they will be able to send out notification to the phone providers; the providers will have 6 months from when they receive notification to provide this service.

Chairman Gentz inquired whether this service would be compatible with a new radio console system. Mike Blodgett reported that the radio console systems are completely separate from the 911 equipment.

Ms. Tunkieicz clarified that it would be incumbent upon the phone providers and that one provider may have this service up and running while another provider may not. Mike Blodgett stated individuals he spoke with on this topic recommended that you do the public relations blitz to the public once all phone providers are on board. A short discussion ensued.

The Board accepted the information as presented.

Under **Evidence Room Remodel**, Director Genthner reported that Evidence Manager Mark McMullen has been in contact with FGM Architects regarding performing a needs assessment for the Evidence Room remodel. They have received a Phase 1 contract with FGM Architects that will cost \$38,440; Director Genthner requested the approval of the Board to proceed with the contract.

Chairman Gentz asked for some clarification on what they will receive in the needs assessment. Director Genthner reported that they would receive recommendations on how to best utilize their room space, layout and equipment.

Mr. Modory made a motion to approve the contract with FGM Architects. Mr. LaMacchia seconded the motion. Motion approved unanimously.

Under **End of Year Transfers**, Director Genthner reported that there were a few budget overages and that these are the amendments to cover them.

Mr. Esposito made a motion to approve the year end budget amendments. Mr. Modory seconded the motion. Motion approved unanimously.

Under **Board Member Comments**, there were none.

At 5:03 p.m., Mr. Modory made a motion for **Adjournment**. Ms. Tunkieicz seconded the motion. Motion approved unanimously.