

KENOSHA JOINT SERVICES BOARD

December 4, 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, Chief of Police Daniel Miskinis, County Supervisor Monica Yuhas, Board Member Mark Modory, and Youth in Governance member Grace Bourdeau.

County Chief of Staff Jennie Tunkieicz and Youth in Governance Jacob Maki were excused. City Administrator Frank Pacetti and City Alderman Rocco LaMacchia Sr. were absent.

Under **Citizen Comments**, Communications' Supervisor Jeff Lovell addressed the Board regarding the topic of Joint Services' employees not receiving an annual cost of living raise while City of Kenosha employees were set to receive one.

Chairman Gentz requested that the topic be placed on the January 29, 2019 agenda.

Under **Approval of Minutes of Open and Closed Sessions Held on October 30, 2018**, Chief Miskinis made a motion to approve the minutes and Mr. Modory seconded the motion. Motion approved unanimously.

Under **Director's Report**, Director Genthner presented the Communications Center report prepared by Comm Center Solutions. Director Genthner reported that the consultants will be present at the January 29, 2019 meeting to present a summary and answer any questions.

Director Genthner also reported that Racine will be increasing their starting and top wages for Telecommunicators by 7%.

Director Genthner reported that the Horton Group's healthcare estimate of \$1.1 million is different than what he budgeted. Per IGA, Kenosha Joint Services needs to budget for full staffing. Healthcare costs at full staffing is projected to be \$1.35 million. The budgeted healthcare costs for 2019 were \$1.37 million, therefore, they are within the budgeted healthcare expenses for the upcoming year.

Chief Miskinis noted that they will need to also look at the benefits provided to Telecommunicators in the surrounding areas and not just the wages.

Under **Firing Range**, Director Genthner reported that the firing range is nearing completion and set to be completed January 7, 2019.

The Board accepted the information as presented.

Under **E 9-1-1 Telephone Equipment Platform**, Director Genthner reported that they are still waiting for cell providers to make the connection for Text to 911. Communications Manager Mike Blodgett noted that US Cellular is the only provider currently active. Once all providers are active, the public will be notified.

The Board accepted the information as presented.

Under **Radio Console System**, Mike Blodgett reported that they have been having meetings with County of Kenosha purchasing to make sure they are on the same page as the consultant. There was nothing else new to report.

The Board accepted the information as presented.

Under **Copy Fees**, Director Genthner reported that they have examined what it costs Joint Services to provide copies and digital media and have prepared a fee schedule. Director Genthner requests that the Board approve the copy fee schedule provided in the Board packet. A brief discussion ensued.

Chief Miskinis made a motion to approve and Ms. Yuhas seconded the motion. Motion approved unanimously.

Under **Request to Transfer Funds**, Director Genthner is requesting to transfer \$3,000 for additional office supplies needed by the Evidence department.

Mr. Modory made a motion to approve and Ms. Yuhas seconded the motion. Motion approved unanimously.

Under **Kenosha Joint Services' Employee Handbook**, Director Genthner requested the approval of the changes to the current employee handbook and mentioned that they previously discussed adding a confidentiality statement and implement training to all staff. An addendum for the confidentiality statement has been added for each employee to sign.

Chief Miskinis requested that, on page 6 of the statement, they broaden the language to also include what the employee might observe while they are in the building.

Chief Miskinis made a motion to approve as amended the correction discussed and Ms. Yuhas seconded the motion. Motion approved unanimously.

Under **Board Member Comments**, Ms. Yuhas requested that a City of Kenosha member, such as the Acting Administrator, be present to answer questions regarding the budget when they review the employee's wages. Director Genthner reported that he will be meeting with the Mayor on the upcoming Monday.

At 4:56 p.m., Ms. Yuhas made a motion for **Adjournment** and Mr. Modory seconded the motion. Motion approved unanimously.