

**PROCEEDINGS OF THE BROWN COUNTY**  
**PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on April 1, 2024 at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, Wisconsin.

---

**Present:** Chair Deneys, Supervisor Kaster, Supervisor Nicholson, Supervisor Coenen, Supervisor Zirbel  
**Also Present:** Director of Public Safety Communications Chancy Huntzinger, Director of Emergency Management Dan Kane, Sheriff Todd Delain, Director of Administration Chad Weininger, other interested parties

---

**I. Call meeting to order.**

The meeting was called to order by Chair Deneys at 6:00 pm.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of March 5, 2024.**

**Motion made by Supervisor Nicholson, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Comments from the Public** – None.

**Consent Agenda**

1. **Minutes of Crime Prevention Funding Board of December 12, 2023.**
2. **Minutes of Fire Investigation Task Force of December 14, 2023.**
3. **Sheriff – Key Factor Report through February 2024 – Unaudited.**
4. **Public Safety Communications – Staffing Report.**

**Motion made by Supervisor Coenen, seconded by Supervisor Kaster to take Consent Agenda Items 1 – 4 together. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Motion made by Supervisor Coenen, seconded by Supervisor Kaster to approve Consent Agenda Items 1 - 4. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Circuit Courts, Commissioners, Probate**

5. **Presiding Judge's Report.**

*No report; no action taken.*

**District Attorney**

6. **District Attorney's Report.**

District Attorney Dave Lasee informed his office remains very busy with trials. They have already used up the ARPA funds allocated for expert witnesses. He noted he may have to bring a budget adjustment forward to move funds from staffing to laptops. He explained DA IT stopped giving access to four computers without any notice. The computers were at the end of the life cycle and earlier communications were that they were not going to be replaced, but it was Lasee's understanding they would still be able to use the computers although they would not be supported, but that is not the case.

Supervisor Nicholson asked about the workload in the office. Lasee responded it is staying about the same but the complexity of cases continues to increase. He added that because of all the technology now available, there is much more data to review for trial prep. Felony numbers increase every year, but misdemeanors are going down in correlation.

*No action necessary.*

#### **Clerk of Courts**

##### **7. Clerk of Court's Report.**

*No report; no action necessary.*

#### **Medical Examiner**

##### **8. Medical Examiner's Report.**

Director of Administration Chad Weininger informed it is anticipated an offer letter will be going out for the Director of Operations position and the new doctor is scheduled to start in August.

*No action necessary.*

#### **Public Safety Communications**

##### **9. Director's Report.**

Public Safety Communications Director Chancy Huntzinger reported they are currently down 11.5 Telecomms. The application is currently active and they are interviewing and plan to start another group in May. Staff will be attending a job fair tomorrow at Fox Valley Tech which is specifically for Dispatchers. A QR code has been created for this which will take interested people directly to the application. Huntzinger continued that they had three emergency staffing deployments in March. It would have likely been more, but staff is very dedicated and have really stepped up to help fill openings. She noted they currently have three staff members out on leave and two more will be on leave in April.

Huntzinger also talked about the VESTA report in the agenda packet and noted phone calls were down 12% and CAD calls were down 7% in February compared to January.

Regarding the radios and the alarm issues they have been having, Huntzinger noted those issues have been resolved as of today. They are still waiting on parts for the fire suppression portion of the jail tower project. The Next Gen project is progressing but there is no concrete go live date.

Huntzinger concluded by talking about National Telecommunications Week which is April 14 – 20. An open house and awards ceremony will be held on April 14 at 3:00 pm and a chili cookoff will be held on April 18 at 11:00 am and she invited the Committee to stop by for these events.

*No action necessary.*

#### **Emergency Management**

##### **10. Director's Report.**

Emergency Management Director Dan Kane informed his office participated in two conferences in March. The first was the Governor's Conference on Emergency Management and Homeland Security and Kane attended breakout sessions on cyber security, critical infrastructure failures and incident management team response efforts. The second conference was the National Preparedness Conference in Cleveland. The theme was to integrate public health preparedness with emergency management and breakout sessions included how to reduce redundancies between both departments, what AI can bring to preparedness in the coming years and tools and other resources from other states that can be brought in and used in-house. Both conferences were very good overall.

Kane continued that the EOC remodel is fully complete, but they are continuing to work on some bugs. He is very happy with the project and feels it will bode well.

Kane concluded that Severe Weather and Tornado Awareness Week is April 8 – 12 and EM will be doing outreach related to this. Siren testing will be done on April 11 at 1:45 pm and 6:45 pm. Supervisor Coenen asked if siren testing typically increases calls to 911. Kane will look into this.

*No action necessary.*

## **Sheriff**

### **11. Sheriff's Report.**

Sheriff Todd Delain informed as of today the jail is 16 Correctional Officers short and they are also currently seven short on the sworn side. They continue to go through the hiring process and Delain is confident they will get some good candidates through that and noted that as soon as they are done with the current hiring process they will likely need to begin the process again as he is aware of several more vacancies that will be coming up due to retirements.

Delain also talked about jail capacity and informed that as of today there are 61 inmates shipped out and the jail is still at 95% capacity. There are not a lot of jails taking inmates anymore for various reasons. There are 131 beds in the downtown facility that are not being used at this time. If it becomes necessary to open the downtown facility to house inmates, it will be detrimental to both the Sheriff's budget and the County budget since overtime will have to be paid for staffing.

Deneys asked if the 61 inmates being shipped out is the tipping point budgetarily where it becomes more expensive to ship than it is to staff or if the shipping is happening because there is not room for them in the jail. Delain responded it is twofold and complex. The tipping point depends on how many openings there are in staff because the shorter they are on staff, the more they pay in overtime. If staffing was better, it may make more sense to open the downtown facility, but Delain is not doing that now because he is still short on staff. The second part is he needs to have someplace to ship inmates too. He noted Marathon County has contracts with a number of counties for space, so they are competing for beds. Additionally, with the issues in southeast Wisconsin, Delain can not find space south of Manitowoc County. Some jails that do have space do not have enough staff so they are not taking in inmates. Ideally, the new pod would be built which can be staffed much more easily than the downtown facility and we we have the space we need. He will keep the Committee updated on this dilemma.

*No action necessary.*

### **12. Courthouse Secure Entrance Update – *Standing Item.***

Delain provided a handout of the timeline of the courthouse secure entrance project, a copy of which is attached. There is not a final approved architectural draft yet and until the Concord Group has the exact cost, it would not be appropriate to bring forward. Delain informed he was advised by the Facilities Director that he hopes to have the costs from the Concord Group by next month. He does have a draft and offered to meet independently with any Committee member to go over it if desired. If the project remains on the current timeline, it would be completed in June 2025.

*Standing item; no action necessary.*

### **13. Jail Replacement Project Update – *Standing Item.***

Delain provided a Master Project Schedule for the addition of N Pod, a copy of which is attached. He noted staff has been assigned to work with the Concord Group, who is the owner's representative. The tentative schedule indicates the pod would not be complete until July 2026. Delain hopes to be able to speed this up since they have a very good idea of what needs to happen with the new pod based on how things went with the last pod. Weinger added the Committee will have to approve the design and final budget as well as any major change orders.

Supervisor Coenen questioned if the design phase was just as long with the last pod. Weinger informed the last pod took about a year of planning and a year of construction. He added that there may be flexibility to move some things around to get the project done sooner.

Delain commented that the Facilities Director is very open to contacting the Concord Group to see if the timeline can be reduced. Some of the challenges come in that inspection requirements need to be met by agencies that the County does not control the timeline for and it was also noted that supply chain issues could also come into play.

Delain concluded that he wanted to make sure everyone understands the timeline because it is longer than originally anticipated and he will keep the Committee updated on this.

*Standing item; no action necessary.*

#### **Action Items Including Proposed Resolutions, Ordinances and Budget Adjustments**

**14. Sheriff – Budget Adjustment Request (24-033): Any increase in expenses with an offsetting increase in revenue.**

This budget adjustment is to increase Federal Grant Revenue and increase Equipment Non-Outlay by \$7,500 for the WEM/HS ALERT SWAT Tactical Headset Grant #13609. This grant will be used to purchase seven Tactical Headsets to enhance communication between team members and command staff while protecting the hearing of team members. No local match is required.

**Motion made by Supervisor Kaster, seconded by Supervisor Coenen to approve Budget Adjustment Request 24-033 in the amount of \$7,500.00. Vote taken. MOTION CARRIED UNANIMOUSLY**

**15. Sheriff – Budget Adjustment Request (24-034): Any increase in expenses with an offsetting increase in revenue.**

This budget adjustment is to increase Federal Grant Revenue and increase Supplies by \$3,500 for the WEM Ballistic Protection Equipment Grant #13501. This grant will be used to purchase personal protection gear to be used by Brown County SWAT in high risk situations. Ballistic protection includes body armor vests, helmets and accessories. No local match is required.

**Motion made by Supervisor Kaster, seconded by Supervisor Coenen to approve Budget Adjustment Request 24-034 in the amount of \$3,500.00. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Communications**

**16. Communication from Supervisors Nicholson and Deneys: To direct Mark Vanden Hoogen to investigate/evaluate whether different pre-trial tools/software designed to assist with setting bonds other than the Public Safety Assessment Tool exist that meet our needs and if so, what the expense of each is – current cases will be included. *Action at March meeting: To hold for one month.***

Nicholson asked for the opinion of the Committee on the information provided at the last meeting and the PSA tool. Kaster responded he does not know why we need the PSA tool. He has heard the Arnold Foundation mentioned in other places, but he does not know what their interest is. He understands one of the reasons for using the tool is to speed up the process and get cases processed faster, but he questions the sacrifices.

Supervisor Coenen found the information very eye opening and questioned why we are still going down this path.

Deneys noted the concern with the PSA tool is cutting people loose too quickly. He has had conversations with individuals about this, especially with the way the jail is filling up, and he knows that bonds are being cut in other areas of the country due to issues like this, but that is not the right answer. Nicholson agreed with Deneys and Kaster added that our job is to keep the community safe and that is his focus.

Deneys continued that the judicial system has made some changes to the tool, but he does not feel the tool is necessary. In the end, this Committee and the County Board does not make the decision as to if the tool is used or not. The most we can do is recommend that they discontinue using the tool. The County Board does not set policies for how an individual does operations within a department.

Deneys continued that the County Board controls money and staffing. He noted the PSA tool is only a small part of what Mark Vanden Hoogen does in his position; he also runs the Treatment Courts which are very successful.

Coenen questioned who Vanden Hoogen reports to and it was indicated his department falls under Health and Human Services and reports to the Director, Erik Pritzl. This falls under HHS because it is a social worker thing, not a

law enforcement thing. The Committee all agreed that the PSA portion of Vanden Hoogen's job should come before this Committee.

Per Weininger, there are several options. This could be referred to HHS Committee and a joint meeting be held with this Committee and that Committee to discuss this further. A recommendation could be made to the HHS Committee for them to look at. There is also nothing that would prevent the Committee from saying this is now a Sheriff's function, but he noted this is not really a law enforcement function. Nicholson would like to make this a law enforcement function. Weininger continued that the Committee could also ask Corporation Counsel to draft a resolution to make a recommendation. A table of organization could also be explored to reorganize the positions under the Sheriff's Department.

Nicholson would like to have this Item held to allow Weininger to talk to Corporation Counsel on this so the options could be outlined. He feels this is part of the judicial system and this Committee has oversight of that and this should fall under this Committee. Kaster agreed with this.

**Motion made by Supervisor Kaster, seconded by Supervisor Nicholson to hold for one month for Director of Administration to report back on findings. Vote taken. MOTION CARRIED UNANIMOUSLY**

17. **Communication from Supervisor Deneys: To direct the new Public Safety Communications Director to examine employee retention issues including but not limited to the tier system and training hours and salaries and report back to the Committee by January of 2024. Action at March meeting: To hold until the RFP has been approved and come back to Committee with amount for information purposes.**

Weininger informed they have received some responses but they still need to be reviewed by the scoring committee.

**Motion made by Supervisor Nicholson, seconded by Supervisor Coenen to hold for one month. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Other**

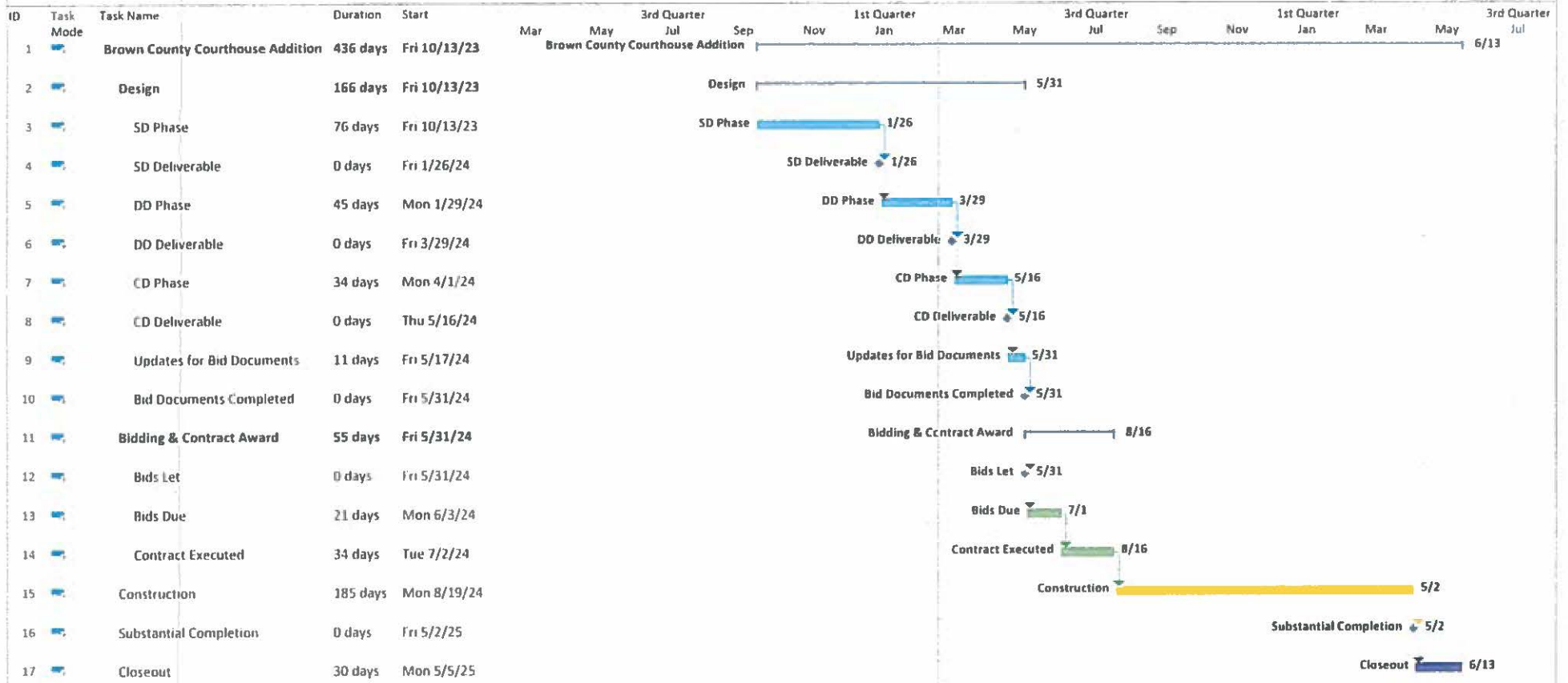
18. **Such other matters as authorized by law. None.**
19. **Adjourn.**

**Motion made by Supervisor Deneys, seconded by Supervisor Kaster to adjourn at 7:00 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Legislative Specialist

Brown County - Courthouse Security MPS  
3/18/2024



12



## Brown County N POD Master Project Schedule

**CONCORD**  
GROUP

ID	Task Name	Duration	Start	Finish	Half 2, 2023			Half 1, 2024			Half 2, 2024			Half 1, 2025			Half 2, 2025			Half 1, 2026			Half 2, 2026	
					J	S	N	J	M	M	J	S	N	J	M	M	J	S	N	J	M	M	J	
1	Brown County N POD	655 days	Mon 1/1/24	Fri 7/3/26	Brown County N POD																			7/3
2	Development of A/E RFP	55 days	Mon 1/1/24	Fri 3/15/24	Development of A/E RFP																			3/15
3	A/E Bidding and Evaluations	25 days	Mon 3/18/24	Fri 4/19/24	A/E Bidding and Evaluations																			4/19
4	A/E Contract Execution	10 days	Mon 4/22/24	Fri 5/3/24	A/E Contract Execution																			5/3
5	Design	200 days	Mon 5/6/24	Fri 2/7/25	Design																			2/7
6	SD Phase	70 days	Mon 5/6/24	Fri 8/9/24	SD Phase																			8/9
7	Concord SD Estimate & Owner Review	15 days	Mon 8/12/24	Fri 8/30/24	Concord SD Estimate & Owner Review																			8/30
8	DD Phase	65 days	Mon 8/12/24	Fri 11/8/24	DD Phase																			11/8
9	Concord DD Estimate & Owner Review	15 days	Mon 11/11/24	Fri 11/29/24	Concord DD Estimate & Owner Review																			11/29
10	CD Phase	45 days	Mon 11/11/24	Fri 1/10/25	CD Phase																			1/10
11	Concord CD Estimate & Owner Review	15 days	Mon 1/13/25	Fri 1/31/25	Concord CD Estimate & Owner Review																			1/31
12	Bid Documents Complete	5 days	Mon 2/3/25	Fri 2/7/25	Bid Documents Complete																			2/7
13	Construction Bidding	30 days	Mon 2/10/25	Fri 3/21/25	Construction Bidding																			3/21
14	Construction Contract Execution	10 days	Mon 3/24/25	Fri 4/4/25	Construction Contract Execution																			4/4
15	Construction	282 days	Mon 4/7/25	Tue 5/5/26	Construction																			5/5
16	Closeout	43 days	Wed 5/6/26	Fri 7/3/26	Closeout																			7/3

13