COMMITTEE REPORT

COMMITTEE: **Law Enforcement & Courts Committee**
CHAIRPERSON: **Dianne Allendorf**
DATE/TIME: **January 21, 2025 at 4:00 p.m.**

PRESENT:

☒ Dianne Allendorf	☒ Steve Endress	☒ Don Zillig
☒ John Grizzoffi	☒ Daisha Boehm	☒ Joseph Heitkamp
☒ LaDon Trost (arrived 5:01 p.m.)		

A quorum was established.

BOARD MEMBERS PRESENT: None.

OTHERS PRESENT: Craig Ketelsen, Michael Willis, Kathy Phillips and Angela Kaiser.

1. **Minutes Approval:**
   a) Minutes of the November 18, 2024 Law Enforcement & Courts Committee Meeting – **Grizzoffi made a motion to approve the minutes of the November 18, 2024 Law Enforcement & Courts Committee meeting. Seconded by Boehm and motion carried.**

2. **Citizens' Comments:** None.

3. **Unfinished Business:**
   a) FY2023/FY2024 Strategic Goals and Plans – The committee briefly reviewed the strategic goals and plans.

4. **New Business:**
   a) Power FTO Software Presentation by Nate Furlong – Sheriff Ketelsen summarized the process of the Power FTO Software for the Committee. Deputy Furlong built the customized program from scratch for officer training. The program has a cost, which the Sheriff's office pays two-thirds of and the ETSB pays one-third. Deputy Furlong presented Power FTO to the Committee. He said the amount of paperwork for each shift becomes cumbersome. There is also a jail and a communications portion of the program. Furlong explained the process of onboarding new deputies and provided an example of the timeline as to what transpires. There are evaluations and scoring categories involved in the process; for example, there are skills each deputy is required to exercise and a scoring system within. Deputy Furlong went into detail to demonstrate the extensiveness of the program. Having the ability to utilize the digital capability is a tremendous timesaving investment and allows command staff to conveniently access a trainee's status at any given time. Overall, the program increases training time as opposed to a magnitude of paperwork being required to complete. Many capabilities come along with the program.

   b) Discussion and possible action to recommend approval on the purchase of two (2) 2025 Dodge Durango Pursuit vehicles at a cost not to exceed $82,684.00 – Sheriff Ketelsen explained the request for the purchase of two pursuit vehicles. Thomas Dodge is consistently lower than the state bid. The invoice included in the packet is for four squads; however, they are only purchasing two at this time. Sheriff Ketelsen was asked about equipment. He went on to explain the additional cost of equipment installation on the new squads and expects to spend an additional $7,000-$10,000 for installing radios, cages, light bars and any other necessary equipment. **Heitkamp made a motion to recommend approval on the purchase of two (2) 2025 Dodge Durango Pursuit vehicles from Thomas Dodge at a cost not to exceed $82,684.00. Seconded by Endress and motion carried.**

5. Staff Reports

a) Sheriff's Report – Sheriff Ketelsen presented his monthly report included in the meeting packet. He asked members if they liked the report the way they have been receiving it lately. Ketelsen explained that each column requires a separate report to present the data the way it has been presented. He welcomed any comments or suggestions. If there is a better way the Committee prefer to see the information, he suggested simplifying it so his staff can save on time. There was an agreement to remove the section pertaining to transports. Ketelsen said he personally feels the inmate stats are important to understand how the jail population changes month over month. He anticipates he will have quotes for the x-ray machine at the February meeting. There was a big discrepancy in pricing so he is following up before next month. His office has also hired a retired deputy to update the policy manual. Lastly, the Sheriff's office is looking to establish performance evaluations for their employees that currently do not get yearly evaluations; specifically anyone that is part of a collective bargaining agreement.

b) Circuit Clerk's Office – Kathy Phillips updated the Committee on the latest from her office. Judge Ward will be retiring in August of this year. They are trying to reorganize and phase out some of his cases, so scheduling is a little more difficult for court. Phillips mentioned the desire to scan their books so they do not have to keep them on site and they can remain at the storage building in Hanover.

c) Probation Report – Jamie Watson was not in attendance.

d) Emergency Management Report – Michael Willis introduced himself to the Committee and gave a brief background on his career path thus far. He updated the members on his workload since starting in November. Willis has been reaching out to each EMA Coordinator in the region and building rapport. This year, IEMA and FEMA have put together a Tri-State communications exercise that will include other local agencies around the area. The primary goal is to create a strategy for maintaining communication and sustained teamwork if both bridges to Dubuque are lost or inaccessible. Willis is hoping to expand the volunteer pool for the Unified Command Post. He would appreciate having more volunteers that will have a better understanding of the command post. He feels that having people volunteer outside of the fire and EMS programs will allow there to be someone available in the event of a disaster, as the majority of those command post volunteers are either volunteer fire or EMS. Willis continued to talk over key points. He asked for opinions on what everyone preferred he include in his monthly report. Lastly, there were questions from Administrator Kaiser regarding the Haz-Mat program and how extensively the committee felt Willis showed be involved.

e) Public Defender Reports – The Public Defender reports were included in the packet.

6. Citizens' Comments: None.

7. Board Member Concerns: Kaiser wanted to inform the Committee that the February meeting is scheduled to be held at the same time as the Northwest Illinois Economic Development annual meeting. It was decided to hold the meeting on Monday, February 17 at 4:00 p.m. Chairperson Trost asked Sheriff Ketelsen if he had any concerns regarding the Courthouse Renovation Project.

8. **Adjourn:** Motion to adjourn was made at 5:11 p.m. by Heitkamp and seconded by Grizzoffi. Motion carried by voice vote.

Next regular meeting will be on Monday, February 17, 2025 at 4:00 p.m.