

COMMITTEE REPORT

COMMITTEE: Law Enforcement & Courts
CHAIRPERSON: Dianne Allendorf
DATE/TIME: February 17, 2025 at 4:00 p.m.

COMMITTEE MEMBERS PRESENT: Dianne Allendorf, Steve Endress, John Grizzoffi, Daisha Boehm, Joseph Heitkamp and LaDon Trost

OTHER BOARD MEMBERS PRESENT: None

OTHERS PRESENT: Angela Kaiser and Sheriff Craig Ketelsen. Chief Deputy Circuit Clerk, Jean Wand (Zoom)

1. Call to Order: Chairperson Allendorf called the meeting to order at 4:00 p.m.

A quorum was established.

2. Minutes Approval:

- a) Minutes of the January 21, 2025, Law Enforcement & Courts Committee meeting – Endress/Grizzoffi motioned to approve the minutes of the January 21, 2025 Law Enforcement & Courts Committee meeting. The motion carried by voice vote.

3. Citizens' Comments: None.

3. Unfinished Business:

- a) FY2023/FY2024 Strategic Goals and Plans – The Committee reviewed the goals and plans included in the packet.

4. New Business:

- a) Discussion and possible action to recommend approval of a Resolution for Single Source Procurement with Exela Technologies, Inc. for Expenses Associated with Document Scanning Services to be Paid from the Circuit Clerk Document Storage Fund (39) – **Heitkamp/Endress** motioned to recommend approval of a Resolution for Single Source Procurement with Exela Technologies, Inc. for Expenses Associated with Document Scanning Services to be Paid from the Circuit Clerk Document Storage Fund (039). The motion carried by a roll call vote resulting in all Ayes.

5. Reports:

- a) Sheriff – Sheriff Ketelsen reported there has been one deputy who resigned and two others are going to the academy. He has a good list for interviews with a potential 11 candidates. Ketelsen attended a winter conference and spoke with Immigration. They are only targeting violent offenders. Ketelsen informed there are training requirements for 20 hours per year and conferences count toward that requirement.
- b) Circuit Clerk – The Circuit Clerk report was included in the meeting packet.
- c) Probation – None.
- d) Emergency Management – EMA Coordinator Michael Willis reported that he participated in the Frozen Prairie Drill. He is learning a lot about the Unified Command Post (UCP). The satellite is inactive and getting removed from the top of the UCP. Willis will be doing an exercise with Iowa and Wisconsin on what would happen if bridges between those two states go down. Ketelsen informed Willis to contact him and he will get the Starcom radios to him.
- e) Public Defender – The Public Defender reports were included in the meeting packet.

6. **Citizens' Comments:** None.
7. **Board Member Concerns:** Heitkamp inquired about the court report published in the paper. He wanted to know about fines regarding the cases reported on in the newspaper and if that means they are paid. Chief Deputy Circuit Clerk Wand answered that is not the case.
8. **Adjourn:** Heitkamp/Grizzoffi motioned to adjourn at 4:16 p.m. The motion carried by voice vote.

The next regular meeting is Monday, March 17, 2025 at 4:00 p.m.