



Amended Agenda
Public Safety Committee
Tuesday, October 31, 2023 – 7:00 p.m.
Conference Call 1-312-626-6799
Zoom Meeting ID: 840 538 2607
<https://us02web.zoom.us/j/8405382607>
Iowa County LEC – Room 103
109 E. Leffler Street
Dodgeville, Wisconsin

**Iowa
County
Wisconsin**

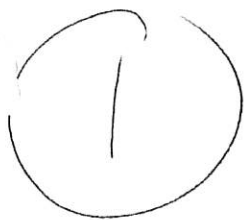
For information regarding access for the disabled please call 935-0399.

Any subject on this agenda may become an action item.

- | | |
|-----|--|
| 1 | Call to order. |
| 2 | Roll Call. |
| 3 | Approve the agenda for this October 31, 2023 meeting. |
| 4 | Approve the minutes of the September 5, 2023 meeting. (attachment #1) |
| 5 | Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. |
| 6* | Committee recognize the resignation of Supervisor Kim Alan and thank her for her service to the committee. |
| 7* | Election of Vice Chair and Secretary |
| 8 | Iowa County Finance Department Report
1) 2 nd Quarter Financial Report (attachment #2) |
| 9 | Iowa County District Attorney's Report |
| 10* | Iowa County Emergency Management Report (*attachment #3)
1) Recognize Director Keith Hurlbert's retirement and thank him for his service. |
| 11* | Iowa County Sheriff's Office Report
1) Agency Update
2) Drone Demonstration and Discussion (*Drone Policy attachment #4) |
| 12 | Set date and time for next meeting. December 5, 2023 @6pm |
| 13 | Adjournment. |

Posting verified by the County Clerk's Office.

Initials:



	Un-Approved Minutes Public Safety Committee Tuesday, September 5, 2023 – 6:00 pm Zoom Video-Conference Law Enforcement Center – Room 101 109 E. Leffler Street Dodgeville, Wisconsin	Iowa County Wisconsin
1	Chair Masters called the meeting to order at 6:00 p.m.	
2	Roll Call. Members present: Supervisors Masters, Alan, Richter, and Meyers. Excused Absence Supervisors Lease and Stevens. Supervisor Nankee via Zoom. - Others Present: County Administrator Larry Bierke, Attorney Zachary Leigh, Chief Deputy Austin Durst, Sheriff Mike Peterson, Lt. Mitch Schauuff, Deputy Richard Severson, Iowa County Clerk of Court Lia Leahy and Iowa County Child Support Director Wendy Doescher	
3	Meeting Agenda: Sup Meyers <u>moved</u> , Sup Alan seconded to approve the agenda for September 5, 2023. Motion carried.	
4	Meeting Minutes: Sup Ritcher <u>moved</u> , Sup Meyers seconded to approve the meeting minutes for August 1, 2023. Motion Carried.	
5	Reports: Supervisor Masters noted the blood drive fundraiser for Iowa County Peer Support Team. Supervisor Master commended the work of Deputy Benisch and others.	
6	Iowa County Clerk of Court’s Report: Iowa County Clerk of Court Lia Leahy introduced herself to the committee. She gave a brief overview of her office. She mentioned an uptick in jury trials in 2024 due cases contesting the ATC line.	
7	Iowa County Child Support Office Report: Director Wendy Doescher stated her office was meeting or exceeding their benchmarks. They have hired a new Child Support Specialist.	
9	Sheriff’s Department Update/Report: Sheriff Peterson gave an agency update including progress with the kitchen staffing and Sun Program. Lt. Mitch Schauuff introduced himself to the committee. Drug Task Force Investigator Rick Severson gave a brief presentation on the Flock Camera System.	
13	Next Meeting: Set for October 3, 2023 at 6:00 PM.	
14	Adjourn: Sup Alan <u>moved</u> , Sup Richter seconded to adjourn the meeting. Motion carried at 6:32 PM.	
Minutes by Austin Durst		

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AGENDA ITEM COVER SHEET

Title: 6/30/2023 Financial Reports for the Public Safety Committee

☒ Original

☐ Update

TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

6/30/2023 Preliminary financial report with a comparison of budget to actual year-do-date for the departments that report to the Public Safety Committee.

RECOMMENDATIONS (IF ANY):

For informational purposes only

ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Preliminary 6/30/2023 Financial Statements

FISCAL IMPACT:

Financial update of the 2023 budgetary balances as of 6/30/2023 preliminary

LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

PUBLICATION REQUIRED:

☐ Yes

☒ No

STAFF PRESENTATION?:

☐ Yes

☒ No

How much time is needed? _____

COMPLETED BY: Jamie Gould

DEPT: Finance Department

2/3 VOTE REQUIRED:

☐ Yes

☒ No

TO BE COMPLETED BY COMMITTEE CHAIR

MEETING DATE:

AGENDA ITEM #

COMMITTEE ACTION:

	A	B	C	D	E	F	G	H	I
1	Departments that Report to the Iowa County Public Safety Committee - Compare Budget to Actual								
2	Preliminary - For the period ending 6/30/2023 as of 9/22/2023								
3	Expenditure - Compare Budget to Actual	2023 Adopted Annual Budget	Budget Adjustments / Transfers	Carryovers From Prior Year	2023 Revised Budget	Total YTD Expenditures	Remaining Balance	Percentage of Year Completed	Percentage of Remaining Balance YTD
4	100 GENERAL FUND								
5	03 RESTORATIVE JUSTICE - TAD GRANT	\$ 70,321			\$ 70,321	\$ 33,173	\$ 37,148	46%	47%
6	04 CLERK OF CIRCUIT COURT	\$ 673,413			\$ 673,413	\$ 335,882	\$ 337,531	46%	50%
7	09 OWI INTENSIVE SUPERVIS PROG	\$ 64,900			\$ 64,900	\$ 17,250	\$ 47,650	46%	27%
8	10 CORONER	\$ 49,478			\$ 49,478	\$ 28,748	\$ 20,730	46%	58%
9	24 DISTRICT ATTORNEY	\$ 284,326		7,730	\$ 292,056	\$ 135,015	\$ 157,041	46%	46%
10	40 SHERIFF DEPARTMENT	\$ 5,180,336		153,092	\$ 5,333,428	\$ 2,518,987	\$ 2,814,441	46%	47%
11	78 EMERGENCY MANAGEMENT	\$ 240,155			\$ 240,155	\$ 119,696	\$ 120,459	46%	50%
12									
13	TOTAL: GENERAL FUND	\$ 6,562,929	\$ -	\$ 160,822	\$ 6,723,751	\$ 3,188,751	\$ 3,535,000	46%	47%
14	215 CHILD SUPPORT								
15	26 CHILD SUPPORT	\$ 246,724			\$ 246,724	\$ 131,445	\$ 115,279	46%	53%
16	400 CAPITAL PROJECTS FUND								
17	32 CAPITAL PROJECTS-Sheriff's Dept	365,000		151,515	\$ 516,515	\$ 243,287	\$ 273,228	46%	47%
18									
19	TOTAL OF ALL FUNDS	\$ 7,174,653	\$ -	\$ 312,337	\$ 7,486,990	\$ 3,563,483	\$ 3,923,507	46%	48%
20	Other:								
21	270 DRUG TASK FORCE								
22	38 DRUG TASK FORCE	\$ -			\$ -	\$ 37,231	\$ (37,231)	46%	46%
23									
24									
25									
26	Total Other	\$ -	\$ -	\$ -	\$ -	\$ 37,231	\$ (37,231)	46%	46%
27									
28	TOTALS All Funds and Other:	\$ 7,174,653	\$ -	\$ 312,337	\$ 7,486,990	\$ 3,600,714	\$ 3,886,276	46%	48%
29	Notes:								
30	YTD = Year-to-date								

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Public Safety Committee – Emergency Management Activities Report for August 1 thru October 17, 2023.

Emergency Management has completed work on the new Integrated Preparedness Plan. The IPP will guide much of ICEM's activities through the next 4 years. The next step for the plan is Wisconsin Emergency Management's approval. This is a deliverable for the 2023 EMPG & EPCRA grants.

The After-Action Review for the July 14 Courtroom Disturbance drills has been completed and distributed to those who have a stake in improving on the identified issues.

The School Safety and Security Team continues to meet with school districts to discuss Safety & Security plans and work toward the development of a countywide basic plan for all districts. Progress has been made in a number of different areas including Training, Planning and Exercising.

ICEM participated in a Fire Response Drill for Vortex Corporation. The object of the drill was to determine apparatus and personnel needs for a response to a large fire at one of their facilities. Additionally, six weeks after the drill, we facilitated a tabletop exercise to discuss needed changes and enhancements to the response plan.

On 10/17, ICEM met with department heads from the Health & Human Services building to begin the planning process for a full-scale active shooter exercise at that building in October of 2024.

K. Hurlbert narrated mock accidents for students at Barneveld High School and Iowa Grant High School.

ICEM personnel attended the WEMA conference in Steven's Point. As the WEMA president for the past 4 years, K. Hurlbert ended his final term at the conference. Numerous training opportunities were offered through breakout sessions, plenary sessions and 3 different 8 hr. courses. The 4 years as President provided me with opportunities to impact Emergency Management at all levels.

I have given notice of my retirement from Iowa County effective November 10.

End of Report

Keith Hurlbert
10/17/2023

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Unmanned Aerial System

601.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

601.1.1 DEFINITIONS

Definitions related to this policy include:

Unmanned aerial system (UAS) - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording, or any other means (Wis. Stat. § 175.55).

601.2 POLICY

A UAS may be utilized to enhance the office's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

601.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure) (Wis. Stat. § 175.55). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

601.4 PROGRAM COORDINATOR

The Sheriff will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations, and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current, and/or coordinating compliance with FAA Part 107 Remote Pilot Certificate, as appropriate for office operations.
- Ensuring that all authorized operators and required observers have completed all required FAA and office-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

Iowa County Sheriff's Office

Policy

Unmanned Aerial System

Deployment of the UAS shall require written authorization of the Sheriff or the authorized designee, depending on the type of mission.

- Coordinating the completion of the FAA Emergency Operation Request Form in emergency situations, as applicable (e.g., natural disasters, search and rescue, emergency situations to safeguard human life).
- Developing protocols for conducting criminal investigations involving the UAS including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including but not limited to safety oversight, use of visual observers, establishment of lost link procedures, and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing UAS inspection, maintenance, and record-keeping protocol to ensure continuing airworthiness of a UAS up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, particularly regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Sheriff.
- Maintaining familiarity with FAA regulatory standards, state laws and regulations, and local ordinances regarding the operations of a UAS.

601.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted consistent with FAA regulations.

Iowa County Sheriff's Office

Policy

Unmanned Aerial System

A UAS may generally be used (Wis. Stat. § 175.55):

- (a) In a public place.
- (b) To assist in an active search and rescue operation.
- (c) To locate an escaped prisoner.
- (d) To surveil a place or location for the purpose of executing an arrest warrant.
- (e) When there is reasonable suspicion to believe that the use of the UAS is necessary to prevent imminent danger to an individual or to prevent the imminent destruction of evidence.

601.6 PROHIBITED USE

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

601.7 RETENTION OF UAS DATA

Data collected by the UAS shall be retained as provided in the established records retention schedule.

601.8 TRAINING

All office members authorized to operate or access the UAS shall receive appropriate training.