



AGENDA
PUBLIC SAFETY COMMITTEE
REGULAR MEETING
TUESDAY, FEBRUARY 14, 2023 – 8:15 AM
JUSTICE CENTER - ROOM 101A (SHERIFF'S CONFERENCE)
1201 S. SPRING STREET, PORT WASHINGTON, WI 53074

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

[Public Safety Committee Live Stream](#)

The public can submit comments here: [Public Comment Form](#)
[Public Comment Policy](#) & [Instructions for Submitting Public Comments Online](#)

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

4. APPROVAL OF MINUTES

- a. November 16 & 29, 2022

5. MEDICAL EXAMINER

a. Management/Financial/Informational Reports:

- 1. Medical Examiner's Financial Report

6. DISTRICT ATTORNEY

a. Management/Financial/Informational Reports

- 1. District Attorney Financial Reports

7. CLERK OF COURTS

a. Management/Financial/Informational Reports:

- 1. Clerk of Courts Financial Report

8. SHERIFF'S DEPARTMENT

a. Action Items:

- 1. Increase of Revenue Budget Amendment for a Wisconsin Department of Military Affairs - 2023 Public Safety Answering Point Program Grant for the Ozaukee County Sheriff's Office
- 2. Transfer of Funds - Fire/Emergency Management Services Records Management and Wireless Agent

b. Management/Financial/Informational Reports:

- 1. Management/Financial Reports

9. CLOSED SESSION

Pursuant to Section 19.85 (1)(b) of the WI Statute: Personnel Discipline

10. OPEN SESSION

11. ACTION ITEMS:

- a. Consideration of Sheriff's Recommendation of Disciplinary Action

12. NEXT MEETING DATE

Tuesday, March 21, 2023

13. ADJOURNMENT

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Public Safety Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	February 14, 2023
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary November 16 & 29, 2022

November 16, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_11162022-3173>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_11162022-3173)

November 29, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_11292022-3180>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_11292022-3180)

Public Safety Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	February 14, 2023
DEPARTMENT:	County Clerk
DIRECTOR:	Julie Winkelhorst
PREPARER:	Julie Winkelhorst

Agenda Summary Medical Examiner's Financial Report

ATTACHMENTS:

- M.E. Financial Report (PDF)

1/31/2023

OZ-Curr:108-1-01

**Ozaukee County
Medical Examiner**

For the One Month Ending Tuesday, January 31, 2023

	Current Month Actual	2023 YTD Actual	2023 Total Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	\$7,050.00	\$7,050.00	(\$166,999.92)	(\$174,049.92)	-4.22%
Total Revenues	\$7,050.00	\$7,050.00	(\$166,999.92)	(\$174,049.92)	-4.22%
Expenditures					
Salaries			140,243.04	140,243.04	0.00%
Fringe Benefits			23,616.72	23,616.72	0.00%
Travel/Training			12,999.96	12,999.96	0.00%
Supplies			9,499.92	9,499.92	0.00%
Purchased Services	16,402.44	16,402.44	83,799.96	67,397.52	19.57%
Interdepartment Charges	40.65	40.65	9,100.80	9,060.15	0.45%
Other Expenses			748.80	748.80	0.00%
Total Operating Expenditures	\$16,443.09	\$16,443.09	\$280,009.20	\$263,566.11	5.87%
Total Expenditures	\$16,443.09	\$16,443.09	\$280,009.20	\$263,566.11	5.87%
Net Increase (Decrease)	(\$9,393.09)	(\$9,393.09)	(\$447,009.12)	(\$437,616.03)	2.10%

Attachment: M.E. Financial Report (ME Financial Report)

Public Safety Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	February 14, 2023
DEPARTMENT:	District Attorney
DIRECTOR:	Adam Gerol
PREPARER:	June Marx

Agenda Summary District Attorney Financial Reports

ATTACHMENTS:

- DA Financials Jan (PDF)
- VW Financials Jan (PDF)

Ozaukee County Committee Report

General Fund District Attorney

For the One Month Ending Tuesday, January 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Public Charges for Services	\$300	\$300	(\$20,000)	(\$20,300)	-1.50%
Total Revenues	\$300	\$300	(\$20,000)	(\$20,300)	-1.50%
Expenditures					
Salaries	\$22,770	\$22,770	\$351,661	\$328,891	6.47%
Fringe Benefits	\$19,935	\$19,935	\$161,161	\$141,226	12.37%
Travel/Training	-	-	\$5,000	\$5,000	0.00%
Supplies	\$93	\$93	\$9,385	\$9,292	0.99%
Purchased Services	\$760	\$760	\$13,320	\$12,560	5.71%
Interdepartment Charges	\$11	\$11	\$16,185	\$16,174	0.07%
Total Operating Expenditures	\$43,569	\$43,569	\$556,712	\$513,143	7.83%
Capital Outlay					
Total Expenditures	\$43,569	\$43,569	\$556,712	\$513,143	7.83%
Net Increase (Decrease)	(\$43,269)	(\$43,269)	(\$576,712)	(\$533,443)	7.50%

Equity:

Attachment: DA Financials Jan (DA Financials)

Ozaukee County Committee Report

General Fund District Attorney Victim Witness

For the One Month Ending Tuesday, January 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Intergovernmental Revenues	-	-	(\$55,000)	(\$55,000)	0.00%
Total Revenues	-	-	(\$55,000)	(\$55,000)	0.00%
Expenditures					
Salaries	\$7,962	\$7,962	\$94,497	\$86,535	8.43%
Fringe Benefits	\$4,125	\$4,125	\$22,616	\$18,491	18.24%
Travel/Training	-	-	\$875	\$875	0.00%
Supplies	\$100	\$100	\$130	\$30	76.92%
Purchased Services	-	-	\$350	\$350	0.00%
Interdepartment Charges	-	-	\$1,340	\$1,340	0.00%
Total Operating Expenditures	\$12,187	\$12,187	\$119,808	\$107,621	10.17%
Capital Outlay					
Total Expenditures	\$12,187	\$12,187	\$119,808	\$107,621	10.17%
Net Increase (Decrease)	(\$12,187)	(\$12,187)	(\$174,808)	(\$162,621)	6.97%

Equity:

Attachment: VW Financials Jan (DA Financials)

Public Safety Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	February 14, 2023
DEPARTMENT:	Clerk of Courts
DIRECTOR:	Connie Mueller
PREPARER:	Cari Mihalko

Agenda Summary Clerk of Courts Financial Report

ATTACHMENTS:

- Committee Report COC January 2023 Month End (PDF)

Ozaukee County Committee Report
General Fund Clerk of Courts
For the One Month Ending Tuesday, January 31, 2023
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

7.a.1.a

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD	Annual Revenue Adjusted
<u>Revenues</u>						
A Intergovernmental Revenues	\$ 136,991	\$ 136,991	\$ 343,900	\$ 206,909	39.83%	\$ 28,658
Public Charges for Services	39,077	39,077	626,000	586,923	6.24%	39,077
B Interdepartmental Charges		-	55,000	55,000	0.00%	
Fines/Forfeitures/Penalties	14,253	14,253	220,000	205,747	6.48%	14,253
Licenses & Permits	240	240	7,000	6,760	3.43%	240
Interest Revenue	11,284	11,284	83,000	71,716	13.60%	11,284
Other Revenue	1,020	1,020	7,500	6,480	13.60%	1,020
Total Revenues	\$ 202,865	\$ 202,865	\$ 1,342,400	\$ 1,139,535	15.11%	\$ 94,532 7.04%
<u>Expenditures</u>						
Salaries	\$ 43,263	\$ 43,263	\$ 1,122,677	\$ 1,079,414	3.85%	
Fringe Benefits	48,871	48,871	455,482	406,611	10.73%	
Travel/Training	88	88	8,500	8,412	1.04%	
Supplies	704	704	13,500	12,796	5.21%	
Purchased Services	26,788	26,788	537,875	511,087	4.98%	
Interdepartment Charges	1	1	17,692	17,691	0.01%	
Other Expenses	-	-	34,700	34,700	0.00%	
Total Operating Expenditures	\$ 119,715	\$ 119,715	\$ 2,190,426	\$ 2,070,711	5.47%	
Capital Outlay						
Total Expenditures	\$ 119,715	\$ 119,715	\$ 2,190,426	\$ 2,070,711	5.47%	
Net Increase (Decrease)	\$ 83,150	\$ 83,150	\$ (848,026)	\$ (931,176)	-9.81%	

A = Intergovernmental Revenues - Consists of bi-annual court support payments received from the State of Wisconsin. The 2nd payment is usually received in July and is larger as it includes an amount for guardian ad litem support.

B = Interdepartmental Charges - Child support transfer for January's hearings not yet processed, 2023 IV-D agreement not completed yet.

Attachment: Committee Report COC January 2023 Month End (January 2023 Clerk of Court Financial Report)

Public Safety Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 14, 2023
DEPARTMENT: Sheriff
DIRECTOR: Christy Knowles
PREPARER: Timothy Nelson

Agenda Summary Increase of Revenue Budget Amendment for a Wisconsin Department of Military Affairs - 2023 Public Safety Answering Point Program Grant for the Ozaukee County Sheriff's Office

BACKGROUND INFORMATION: The Wisconsin Department of Military Affairs (DMA)/Office of Emergency Management Communications (OEMC) has awarded the Ozaukee County Sheriff's Office state funding through the State of Wisconsin Public Safety Answering Point (PSAP) Grant Program. The PSAP Grant Program provides additional funding for the equipment and software upgrades for Next Generation 9-1-1 (NG911) implementation. This state grant was authorized by Wis. Stats. § 256.35 (3s) (bm), with funds allocated to DMA from the Wisconsin Police and Fire Protection Fund. This year's funding focuses on providing enhancements for Emergency Medical Dispatch (EMD), NG911 implementation, and PSAP consolidations.

ANALYSIS: The Ozaukee County Public Safety Committee unanimously approved the submittal of this grant application at its October 19, 2022 meeting. The total grant approved budget is \$165,519.60. The State will cover 80% or \$132,415.68 of the grant approved budget. The grant requires a 20% match of \$33,103.92, which will be provided from pending capital projects and expenses related to the consolidation of the City of Mequon PSAP with the county's 911 center. The county has been approved in the grant to upgrade software and equipment to implement NG911 and new audio logger software for radio and 911 transmissions.

FISCAL IMPACT:

Balance Current Year: Increase departmental revenue \$132,415.68

Next Year's Estimated Cost: None

FUNDING SOURCE:

County Levy: \$33,103.92 20% Match

Non-County Levy: \$132,415.68 80%

Indicate source: State of Wisconsin Public Safety Answering Point (PSAP) Grant Program

RECOMMENDED MOTION: Approve and recommend to various committees and board the budget amendment to accept funds for the Wisconsin Department of Military Affairs - 2023 Public Safety Answering Point Program Grant for the Ozaukee County Sheriff's Office.

ATTACHMENTS:

- Budget Amendment Request (PDF)
- Sheriff DMA PSAP 2023 Grant Approval (PDF)



Budget Amendment Request Committee Approval Form

8.a.1.a

TO: Finance Committee

FROM: Sheriff's Office

Department Name

Date of Request: 2/7/2023

Resolution No: _____

Period Transfer Recorded: _____

Type of Budget Amendment (check one)

Increase of Revenue: **X**

Fund Transfer: _____

Supplemental Appropriations: _____

Debit / Expense

Acct #	112-5-03-54501-004	\$	132,416
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc	Equipment Software PSAP Grant		
Acct #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Acct #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Acct #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Acct #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Acct #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Total Debits:			132,416

Credit / Revenue

A/C #	112-5-03-42320-004	\$	132,416
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc	State Aid - PSAP 2023 Grant		
A/C #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
A/C #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
A/C #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
A/C #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
A/C #		\$	-
		/	-
	Pre-request Account's Budget	/	Changed To
Cost Ctr & A/C Desc			
Total Credits:			132,416

Reason for Request (Be Specific). Also fill out Support Document for County Board.

The Wisconsin Department of Military Affairs (DMA) has awarded the Ozaukee County Sheriff's Office state funding through the State of Wisconsin Public Safety Answering Point (PSAP) Grant Program in the amount of \$132,415.68 for upgrades to the county's 911 system.

Department Head Signature

Oversight Committee Members

TYPE IN Oversight Committee Chairperson's Name

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended: _____

Budget Amended By: _____



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

OFFICE OF EMERGENCY COMMUNICATIONS

PO BOX 14587
MADISON 53708-0587

TELEPHONE 608 888-5501

December 15, 2022

Ozaukee County Sheriff's Office
James Johnson, Sheriff
1201 South Spring Street
Port Washington, WI 53074

RE: **Chapter DMA 2 PSAP Grant Program**

Dear James Johnson,

The Wisconsin Department of Military Affairs/Office of Emergency Communications (DMA/OEC) is pleased to award **Ozaukee County Sheriff's Office** state funding through the PSAP Grant Program to provide additional funding for the equipment upgrades and advanced training necessary for Next Generation 9-1-1 (NG9-1-1) implementation. Before work on the grant project can begin, we will need the following:

1. Thoroughly read each document within this award package.
1. The **Signatory Official** must sign and initial where indicated including the bottom of each page, after each general and/or special condition, and the last page. Electronic signatures are acceptable.
2. The **Signatory Official** is responsible for ensuring that the agency agrees with the terms and conditions of this grant award. If the agency or signatory official does not agree with the terms and conditions, they may notify the program contact identified in the award package to decline the award.
3. Maintain a copy of the signed award documents. Return the signed award documents via email within thirty (30) days to interop@widma.gov.

Please feel free to reach out to the Grant Specialist, Grant Grywalsky, with any questions. We look forward to a collaborative working relationship with **Ozaukee County Sheriff's Office**.

Sincerely,

Grant Grywalsky
NextGen9-1-1 Grant Specialist
Office of Emergency Communications
WI Dept of Military Affairs

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

Re: Chapter DMA 2 PSAP Grant Program

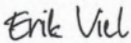
Grant Number: 2023-P119

The Office of Emergency Communications (OEC), Department of Military Affairs (DMA) hereby awards to **Ozaukee County Sheriff's Office** (hereinafter referred to as the Grantee), the amount of \$165,519.60 for programs or projects pursuant to the 2019 Wisconsin Act 26 and Chapter DMA 2 of the Wisconsin Administrative Code.

This grant may be used until **June 30, 2024** for the projects consistent with the budget and general conditions in Attachment A, subject to any grant assurances set forth in Attachment B, and the reporting requirements outlined in Attachment C.

The Grantee shall administer the program or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Department of Military Affairs. The submitted application is hereby incorporated as reference into this award as Attachment D.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A, B and/or C) when the Grantee signs and returns a signed version of this grant award to the Department of Military Affairs. Keep a copy of these documents for your records.

DocuSigned by:

#249C565540744F...
Erik Viel, Director
Office of Emergency Communications
Wisconsin Department of Military Affairs

12/19/2022 | 8:56 AM CST
Date

The Grantee, Ozaukee County Sheriff's Office hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

Grantee: **Ozaukee County Sheriff's Office**

By: _____
James Johnson
Sheriff

Date

Signing Official
Initials _____
Date _____

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

Grantee: **Ozaukee County Sheriff's Office**
 Project Title: **FY23 PSAP Grant Program**
 Statute Reference: **§ 256.35 (3s) (bm) and § 20.465 (3) (qm)**

Grant Number: **2023-P119**

Grant Period from: **Date of Award Signature** to **June 30, 2024**

APPROVED BUDGET

Cost Category	State & Match
Equipment Hardware	\$68,442.40
Software	\$34,314.50
Advanced Training	\$19,675.00
Consolidation or Other Services	\$43,087.70
STATE (80%) TOTAL	\$132,415.68
MATCH (20%) TOTAL	\$33,103.92
TOTAL APPROVED BUDGET	\$165,519.60

Budget Note(s)

Your application budget contained ineligible items. The following items and amounts were removed from your approved budget total:

1. The paging costs were removed as these items are considered emergency services equipment (-
\$208,728.32)

Please contact Jessica Jimenez if you have any questions about the changes to your budget.

Special Condition(s)

The following must be addressed during the performance period:

1. Within the grant period, you must demonstrate you are moving forward with a contract for a Text Control Center (TCC), such as requesting a quote from a TCC provider. Provide any supporting documentation to OEC.
2. Based on OEC records, your agency has not moved forward with implementing an emergency services IP network (ESInet) for providing NextGen9-1-1 services. Before the end of the grant period, provide documentation that demonstrates the agency is moving forward with implementing an ESInet. For example, signing a Wisconsin Participation Agreement to implement the AT&T ESInet or initiating the procurement process for a locally contracted ESInet. Please contact Jessica Jimenez for more information or a copy of the Wisconsin Participation Agreement.

Grant/Budget Modifications

Budget changes in excess of 10% of the total project budget, or a change to include a grant expense not previously approved, requires a written modification request prior to any budget reallocations. In most

Signing Official
 Initials _____
 Date _____

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

circumstances, grant modifications cannot increase the award total. Contact OEC for a Modification Request Form.

Any changes in personnel involved with the grant including the main contact, the secondary contact and the signing official need to be reported to grant administrative staff via email.

Name of Grant Specialist: **Grant Grywalsky**
 Phone Number: **608-471-2155**
 Email: **grant.grywalsky@widma.gov**

Name of Program Manager: **Jessica Jimenez**
 Phone Number: **608-888-5520**
 Email: **Jessica.Jimenez@widma.gov**

Award General Conditions

1. *Supplantation:* In appropriate circumstances, grant funds may be used to supplant local funds authorized for a PSAP. However, grant funds must increase the amount of funds for the PSAP that would otherwise be available from local resources and PSAP base operating budgets shall not be reduced because of the award of grant funds. Grantees that are suspected of supplanting local funds will be scrutinized more closely and Department of Military Affairs (DMA) may require additional documentation to ensure PSAP base budgets are not being reduced.
2. *Training:* All personnel who utilize equipment purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment before it is put into service. The Grantee is required to maintain proper training records.
3. *Fiscal Compliance:* To be allowable under a grant program, costs must match the approved budget and must be obligated (purchase order issued, class scheduled) during the grant performance period. Payment must be made within 30 days of the grant period ending date and/or vendor invoicing. Reimbursement for travel (i.e., mileage, meals, and lodging) is limited to applicable state rates and timeframes. Taxes are not allowable.
4. *Allowable Costs:* Costs incurred shall be allowable and meet grant goals and objectives. No costs or services shall be incurred outside of the approved grant performance period.
5. *Programmatic Changes:* Any changes to the grant require **prior** approval from DMA through a modification submitted via email and approved by the DMA Grant Specialist. Changes requiring a modification may include but are not limited to Budget, Scope of Project, Period of Performance, Project Director, Fiscal Manager, and/or applicable Performance Measures.
6. *Contracts and Procurement:* Grantees shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable state law and procurement standards. Copies of legal agreements shall be submitted to the DMA Grant Specialist as deemed necessary which may include procurement solicitations, Contracts, Interdepartmental Agreements and Memorandums of Understanding (MOU) among collaborating agencies.
7. *Conflict of Interest:* No staff member of the Grantee organization may use their position to obtain financial gain or anything of substantial value for the private benefit of themselves or their immediate

Signing Official
 Initials _____
 Date _____

ATTACHMENT A – GRANT SUMMARY AND AWARD CONDITIONS

family, or for an organization with which they are associated, such as a royalty, commission, contingent fee, brokerage fee, consultant fee, or other benefit. Wis. Stat. § 19.59(1)(a).

8. *Fiscal Control:* The Grantee will use fiscal control and fund accounting procedures and will ensure proper disbursement of, and accounting for, funds received and distributed under this program, per Wis. Stat. § 16.41 (Agency and authority accounting; information; aid).
9. *Disbursement:* Grant funds will be disbursed in the form of reimbursement by DMA upon completion of approved Program Report(s), Fiscal Report(s), Project Closeout, and satisfaction of Special Conditions. The Final Closeout Report is considered your Request for Reimbursement and must include copies of paid detailed invoices/receipts, necessary supporting documentation and a completed Request for Reimbursement Form signed by the Signatory Official for your agency.
10. *Program Income:* All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and accounted for in your reimbursement request.
11. *Copyright, Acknowledgement, and Publications:* The Grantee will comply with all copyright and materials acknowledgement requirements as addressed in the projects' grant guidelines. The Wisconsin Department of Military Affairs reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for DMA purposes: the copyright in any work developed under this grant; and any rights of copyright to which the Grantee or a contractor purchases ownership with grant support. The content of any grant-funded publication or product may be reprinted in whole or in part, with credit to the DMA acknowledged. When issuing statements, press releases, and other documents describing projects or programs funded in whole or in part with grant funds, the Grantee shall clearly acknowledge the receipt of grant funds in a statement.
12. *Grant Compliance:* Grantee must comply with the Grant Announcement used to announce the funding opportunity and this Grant Award Document. The Grantee must cooperate with the DMA Grant Specialist.
13. *Grant Reporting:* The Grantee shall ensure that all grant reporting will be timely on a schedule established by the DMA. Grant reporting information provided to the DMA staff shall accurately assess the completeness of grant goals, activities, benchmarks and target dates.
14. *Cooperation with Evaluation or Audit:* The Grantee shall cooperate with the performance of any evaluation or audit of the program by the State 911 Subcommittee, DMA or by their contractors.

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)

Signing Official

Initials _____

Date _____

ATTACHMENT B – GRANT ASSURANCES**1. Wisconsin State Statute and Standards Compliance**

The Grantee agrees to comply with the requirements outlined in the statewide emergency services number statute (Wis. Stat. 256.35) and Wisconsin Administrative Code, Chapter DMA 2. All awards funded under this Grant Announcement must comply with evolving state and national standards pertaining to NextGen9-1-1 systems as those standards are finalized and released statewide or at the national level.

2. Grant Administration Training

The Grantee shall make every effort to participate in any applicable grant program conference calls or administrative trainings supplied by DMA. Grantees must participate in scheduled grant training events, allow a programmatic or financial site visit (if applicable), and accept technical assistance from DMA.

3. Audit Requirements

a. The Grantee agrees to comply with all applicable Wisconsin State Purchases Law pursuant to Wis. Stat. Chapter 16; purchasing rules and regulations.

b. The Grantee is prohibited from transferring funds between programs (i.e., NextGen9-1-1 Program, Homeland Security, Emergency Management Program Grant, etc.)

c. The Grantee agrees to fully cooperate with compliance audits including periodic programmatic, fiscal monitoring, records review and site visits conducted by DMA. Grantees agree to submit timely and accurate Program Evaluation Reports to DMA as required and to participate in DMA sponsored surveys and all other required reports related to any DMA administered grant program. DMA reserves the right to deny payment to any approved programs for failure to comply with this provision.

4. Matching Funds

This grant award requires a 20% local match. Matching funds must be an allowable expense under the grant program and must come from a non-state or federal grant funding source. By accepting this grant award, the Grantee is certifying that it has the funding available to cover the total cost of the project prior to receiving reimbursement by DMA. The 80% state reimbursement will be a one-time payment at the close out of the grant project when all funds for the project have been expended.

5. Payment Methodology and Withholding Grant Funds

DMA shall only remit funds to Grantees upon receipt of a Grant Reimbursement Request Form at the close out of the grant period, signed by the Signatory Official, and including the required supporting documentation. The Grantee fully understands that DMA has the right to withhold, suspend or terminate grant funds to any recipient that fails to conform to the requirements (general/special conditions, reporting) outlined in this award package. If the Grantee is deemed to be out of compliance with the applicable administrative rule (Chapter DMA 2) or any grant conditions or requirements that would make the Grantee ineligible to receive grant funding, current grant funds may be held or de-obligated, and the approval of future grant funds may be impacted.

6. Non-Appropriation

All awards are subject to the availability of appropriated state funds and to any modifications or additional requirements that may be imposed by law.

7. Maintenance of Records

Signing Official
Initials _____
Date _____

ATTACHMENT B – GRANT ASSURANCES

All grant documents including but not limited to invoices, purchase orders, packing slips, equipment make, model and serial numbers, must be maintained by the Grantee for a minimum of three (3) years after DMA closeout date.

8. Property acquired with grant funds

DMA requires that property acquired with grant funds be tagged and tracked detailing the description of the property, serial or identification number, source of property, name of owner, acquisition date, cost, location, and condition. Title to property acquired in whole or part with grant funds shall vest in the Grantee, subject to divestment at the option of DMA, where its use for 9-1-1 purposes is discontinued. Grantees shall exercise due caution in the use, maintenance, protection and preservation of such property. Grantees that accept grant funding are responsible for all sustainment costs after the end of the grant period.

9. Equal Opportunity, Non-discrimination and Affirmative Action Program Requirements

It is the responsibility of all Grantees to ensure that their employment practices comply with Equal Opportunity Requirements, s. 51.01 (5), Wis. Stats., s. 111.32 (13)(m), Wis. Stats., and Gubernatorial Executive Orders governing the promotion of a diverse workforce, equal opportunity and the prevention of sexual harassment and including where applicable, the requirement of Grantees to formulate, implement and file an Equal Opportunity Plan with DMA.

In connection with the performance of work under this grant, the Grantee agrees not to discriminate against any employee or applicant of employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats., sexual orientation as defined in s. 111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Grantee further agrees to take affirmative action to ensure equal employment opportunities.

Pursuant to 2019 Wisconsin Executive Order 1, Grantee agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

10. Ethical Standards/Prohibited Political Activity

It is the responsibility of all Grantees to comply with applicable provisions of Wis. Stats. Chapter 19, Subchapter III – Code of Ethics for Public Officials and Employees and the provisions of the Hatch Act, which limits the political activity of public employees.

11. Collection of Unallowable Costs

Payments made for costs determined to be unallowable by either the awarding agency, cognizant agency for indirect costs, or pass-through entity, either as direct or indirect costs, must be refunded (including interest) to the State of Wisconsin in accordance with instructions from the state agency that determined the costs are unallowable unless state statute directs otherwise.

12. 9-1-1 Fee Diversion

Signing Official

Initials _____

Date _____

ATTACHMENT B – GRANT ASSURANCES

In accordance with the Federal Communications Commission (FCC) regulation on 9-1-1 fee diversion, the Grantee agrees that as a taxing jurisdiction of the State of Wisconsin, the Grantee shall not use any portion of funds received under this grant program for a purpose or function other than those approved by DMA and designated by the FCC as acceptable under [47 CFR § 9.23](#).

Grantee agrees that, as a condition of receipt of the grant, the Grantee will return all grant funds if the Grantee expends, at any time for the full duration of this grant, any portion of funds received under this grant program for a purpose or function other than those approved by DMA and designated by the FCC as acceptable under [47 CFR § 9.23](#).

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)

Signing Official
Initials _____
Date _____

ATTACHMENT C – REPORTING REQUIREMENTS AND CLOSEOUT

Reporting Requirements

Grantee agrees to meet reasonable fiscal and administrative requirements to account for its grant funds in accordance with state statute, administrative code, and as the Office of the Governor or DMA may require including but not limited to submitting quarterly progress reports, final financial reports, and closeout documentation. Templates for the quarterly reports will be made available at a later date.

Quarterly reports must be to DMA within thirty (30) days (with the exception of the closeout report) after the close of each calendar quarter as follows:

Report 1 – Grant Period Start to March 31, 2023	Due: April 30, 2023
Report 2 – April 1, 2023 to June 30, 2023	Due: July 30, 2023
Report 3 – July 1, 2023 to September 30, 2023	Due: October 30, 2023
Report 4 – October 1, 2023 to December 31, 2023	Due: January 31, 2024
Report 5 – January 1, 2024 to March 31, 2024	Due: April 30, 2024
Report 6 – April 1, 2024 to June 30, 2024	Due: At Closeout

Failure to comply with this provision may result in the withholding of grant funds until the delinquent report is received. If a Grantee closes out their project prior to the grant period end date, a final progress report and closeout report is required within forty-five (45) days of the final expense and invoice.

Grant Closeout

After the project period of the grant has ended, the Grantee will need to submit all closeout documents and complete closeout requirements within 60 days after the end of the grant. Extension requests must be submitted a minimum of 30 days before the end date of the grant performance period and will be reviewed by program staff on a case-by-case basis. Requests to extend the grant performance period are generally discouraged. There is no guarantee of an extension request approval and extensions are contingent on state fiscal year deadlines and state statutory requirements.

Unless requested in advance, grant reimbursement payment will be in the form of a check. If the Grantee prefers electronic payment via ACH, please contact OEC for more information.

In order to closeout a grant, DMA requires submission of:

- *Grant Reimbursement Request Form* – expenditures on the Grant Reimbursement Form must have been incurred within the approved period of performance listed on these award documents.
- *Invoices and proof of payment* for all grant funded items identified on the Grant Reimbursement Request Form – proof of payment can be a copy of the check or a general ledger report with the check number.
- *A copy of the procurement information* authorizing that type of purchase if not already submitted to OEC.
- *A final equipment inventory report* – this report is required for any equipment purchased with a single per unit cost in excess of \$5,000 and should include serial numbers for equipment. A template will be provided.

Upon completion of the closeout process, DMA will send a Closeout Letter to Grantees, advising the grant is closed.

Signing Official

Initials _____

Date _____



State of Wisconsin / DEPARTMENT OF MILITARY AFFAIRS

OFFICE OF EMERGENCY COMMUNICATIONS

PO BOX 14587
MADISON 53708-0587

TELEPHONE 608 888-5501

As the duly authorized representative, I hereby certify that this award package was received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions. I understand that this grant is awarded subject to compliance with all certifications and conditions described in this award package.

Ozaukee County Sheriff's Office		
Signature of Authorized Agent	Date	Agency
James Johnson		2023-P119
Name (printed)		Grant Award Number

This grant award is effective from the date of the above signature. Substitute signing or stamping is not accepted.

PLEASE SIGN DOCUMENTS, KEEP ONE COPY FOR RECORDS AND RETURN A SIGNED
SCANNED VERSION VIA EMAIL WITHIN THIRTY (30) DAYS TO:

Interop@widma.gov
Subject: Signed Grant Award Documents

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)



Attachment D - Application Chapter DMA 2 – PSAP Grant Program Application Form



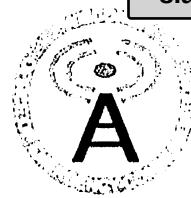
Eligible applicants should complete this form and submit with the required documentation to interop@wisconsin.gov by the deadline specified in the Grant Announcement. If you are experiencing issues submitting your application, please call [608] 888-5501 for assistance.

Section 1: Applicant Information	
A. Agency Name	Ozaukee County Sheriff's Office
B. Physical Address	1201 South Spring Street, Port Washington, WI, 53074
C. Mailing Address (Leave blank if same as above)	
D. Main Point of Contact	<u>Name:</u> Justin Kaas
	<u>Title:</u> Lieutenant
	<u>Email:</u> jkaas@co.ozaukee.wi.us
	<u>Phone:</u> 262-284-0871
E. Secondary Point of Contact (Must be different from above)	<u>Name:</u> Wayne Lambrecht
	<u>Title:</u> Captain
	<u>Email:</u> wlambrecht@co.ozaukee.wi.us
	<u>Phone:</u> 262-284-8470
F. Signatory Official	<u>Name:</u> James Johnson
	<u>Title:</u> Sheriff
	<u>Email:</u> jjohnson@co.ozaukee.wi.us
	<u>Phone:</u> 262-284-7172

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)



Chapter DMA 2 – PSAP Grant Program Application Form



Section 2: Project Narrative

A. Provide a summary of the proposed project(s) to be funded during the grant period.

Projects to be funded include the hardware, software, training and licensing agreements for our Dispatch Center to be able to connect to ESInet and start receiving SMS data to our Dispatch Center. This will allow us to connect to other PSAP's, that are currently connected to the ESINet, and as others come online, throughout Wisconsin or the United States. NextGen 9-1-1 will allow us to better serve callers in all forms of digital communication. Upgrading to NextGen 9-1-1 software will allow us to provide faster service to callers in emergency situation, by being able to transfer calls to the appropriate jurisdiction instantaneously. Currently, we can't transfer calls outside of our regional area, causing delays in emergency service.

A new digital recording system to record all the 911 calls and Radio Transmissions. Currently, our analog recording system is obsolete, and causes static, and inaudible recordings. Which, has an impact on our ability to issue search warrants, due to inaccurate evidence, because of indecipherable telephonic recordings.

A VHF Simulcast paging system to aid in the consolidation of services between the Ozaukee County Dispatch Center and the Mequon Dispatch Center. Ozaukee County Dispatch anticipates the Mequon Dispatch Center dissolving at year end, and consolidating with the Ozaukee County Dispatch Center on January 1, 2023. The VHF Simulcast paging system will allow us to communicate with each radio tower in the County, allowing us to send one single page to every Fire Department in the County, rather than individually. The VHF Simulcast Paging system will free up radio traffic, and giving telecommunicators additional capacity to perform other duties.

B. Provide a proposed timeline for your project(s), including proposed start date, anticipated purchasing process plan and implementation schedule.

The proposed start date will be for January 2023. the Sheriff's Office would anticipate purchasing the quoted equipment at this time. We anticipate starting implementation of the new NextGen 9-1-1 equipment and software by approximately April 1, 2023. We anticipate being operational by September 1, 2023. Our vendors understand that the new NextGen 9-1-1 equipment and software would be working, in 2023, and not beyond the 18 months timeframe of the PSAP Grant.

C. Describe any planned NG9-1-1 coordination between the applicant and the Land Information Office within the applicant's county. Coordination between PSAPs and GIS personnel will be essential to successful NG9-1-1 buildout.

Coordination has been planned with the Ozaukee County Land Information Office to make sure we have all NINA compliant coordinates up to date for the NG9-1-1 build outs. The Land Information Office will be working concurrently with the Sherriff's Office on implementation to ensure everything is operational on between the NINA compliant coordinates and the new NextGen 9-1-1 equipment and software. The Ozaukee County Land Information Office has been updating its NINA compliant coordinates since 2020.

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)



Chapter DMA 2 – PSAP Grant Program Application Form



Section 3: Proposed Project Budget

A. Provide a narrative for the proposed budget. The detail provided in the narrative must be sufficient so that reviewers can interpret what each identified cost is and how costs were estimated or calculated in the budget details in Section 3B based on the vendor quotes provided. The narrative should also identify the source of the local match required. The budget may include multiple projects.

The budget to pay for the proposed projects will be covered 80% by the PSAP Grant, and 20% by local County property tax levy. All the costs of the projects were calculated by the detailed estimates and quotes provided by the vendor..

The ESInet upgrade from Baycom will include the hardware, installation and maintenance plan the first year totaling \$67,153.00. This is necessary for the Ozaukee Dispatch Center to enter into the ESInet.

The Eventide Recorder System will include the Primary Location Upgrade, including hardware, software and the migration of our Legacy Audio Log to the up NexLog740 series. Total Cost will be \$98,347.60 Costs of the project are detailed in the attached quotes. The recorder will be needed to replace outdated recording system and be integrated with Nextgen 9-1-1.

VHF One Channel 3 Site Simulcast Paging system will include the hardware, software and various other services . The Simulcast Paging system is being requested as part of a consolidation planned between Ozaukee County and the Mequon Dispatch Center. This will provide MABAS capabilities County Wide. This will help facilitate the absorption of the City of Mequon PSAP's previous area of responsibility within Ozaukee County. Total Cost. \$208,278.32

The source of the local match will come from local County property tax.

B. Budget Details. Based on the narrative provided in Section 3A, enter the grant costs into the associated cost categories below. The total in the last row should reflect the entire amount to be funded with both the state share and any required local share/match. The state and local share are automatically calculated based on the required percentage and total cost of the grant project(s). The budget may include multiple projects.

Cost Category	Item(s) Description – List all proposed grant funded items	Total Cost
Equipment Hardware	ESInet EIM Hardwre \$14850, Eventide License, input cards, install kits \$16,818.20, Eventide Server Platform \$10,206, Eventide 740DX Server DR Location \$16,818.20, Eventide 740 DX NextLog \$9,730, Eventide Voip License, Analog Input Cards, Quick install Kits \$16,818.20	\$68,422.40
Software	Baycom Esinet Software Configuration \$10400, Eventide Media DX Playback Software+License \$2226, Eventide Integration and Interface Licensing \$10496, Eventide Media DX Software and licensing \$696.50, Eventide Integration Interface licensing \$10496	\$34,314.50
Advanced Training	Baycom Vesta SMS Text Training \$18415, Eventide 740DX Training \$1260	\$19,675.00
Consolidation or Other Services	Other Services Associated with the install of the above hardware and software: Baycom Vesta Field Engineering and Project Management \$23,488, Eventide Maintenance and support \$5678.10, Eventide 740DX Primary Professional Services /On-site Manager \$4830, Eventide Maintenance and Support \$5391.60, Eventide Professional services \$3700. Consolidation: VHF One Channel 3 Site Simulcast Paging. Hardware costs \$135973.88, Programming/installation/engineering \$31200 and Necessary Spare Parts Hardware \$41554.44	\$251,816.02
	State Share: 80% of Total	Local Share/Match: 20% of Total
	\$299,382.34	\$74,845.58
		Total:
		\$374,227.92

NOTE: Please reference Attachment A for the approved grant budget.



Chapter DMA 2 – PSAP Grant Program Application Form



Section 4: Grant Project Sustainability Plan

A. Provide a narrative for the proposed sustainment and maintenance of any grant-funded activities after the grant period has ended. Applicants must demonstrate that any projects that extend beyond the grant period will be sustained.

The Ozaukee County Sheriff's Office will continue to fund the operational and annual maintenance costs of the proposed NextGen 9-1-1 equipment and software. These costs will be funded annually in the Ozaukee County Sheriff's Office's annual budget. The Ozaukee County Sheriff's Office and Ozaukee County are committed to sustaining all aspects of our NextGen 9-1-1 system, for the life of the system.

B. Provide a narrative that demonstrates your regular operating budget will not decrease as a result of receiving this grant award.

The operating budget of the Ozaukee County Dispatch Center will not decrease as result of the Grant Award. Ozaukee County understands that the absorption of the City of Mequon PSAP will increase costs to the Ozaukee County tax levy. These costs will be transferred from the City of Mequon to Ozaukee County, within the State levy limit parameters.



Chapter DMA 2 – PSAP Grant Program Application Form



Section 5: Standards Compliance Certification

By signing this application form, the Applicant certifies, to the best of their ability, that the information provided below is true and accurate at the time of this grant application. The Applicant also certifies that the below basic training and service standards will be maintained during the grant period. The 911 Subcommittee may choose to audit any applicant based on the responses to these questions.

Please review the statements carefully and check "yes" if the requirement has been met/will be maintained during the grant period and "no" if the requirement has not been met or cannot be maintained during the grant period.

Yes ☒	1. The applicant is a Designated PSAP as required by Wis. Admin. Code DMA § 2.03. See OEC Grant Guidance, Section 3.1 for additional details.
Yes ☒	2. The applicant has a basic training program (either commercially available or in-house) that provides at least 40 hours of instruction to telecommunicator/dispatch staff.
Yes ☒	3. The basic training program covers general knowledge and awareness of geography, population and demographics served by the applicant, including other emergency services agencies and their jurisdictions.
Yes ☒	4. The basic training program provides an overview of the Incident Command System (ICS), National Incident Management System (NIMS), interoperable communications plans, and emergency operations plans.
Yes ☒ No ☐	5. The basic training program reviews procedures for: a) Accurately processing and relaying caller information b) Obtaining complete caller information c) Properly classifying and prioritizing requests for emergency services d) Processing available caller information to identify conditions that may affect safety e) Operating and responding to emergency alerts f) Processing and documenting records and operating records systems
Yes ☒ No ☐	6. The basic training program instructs telecommunicators in the appropriate use of emergency services terminology and the ability to communicate clearly in written and oral form, especially when relaying emergency information and communicating with the public.
Yes ☒ No ☐	7. The basic training program includes initial training in the applicant's continuity of operations plans and provides annual refresher training to all telecommunicators on the applicant's plans.
Yes ☒ No ☐	8. The applicant has implemented a policy that prohibits a telecommunicator from handling 9-1-1 calls without direct supervision until the telecommunicator has completed the basic training program.
Yes ☒ No ☐ N/A ☐	9. If any telecommunicators were hired prior to submitting this grant application, the newly hired telecommunicators were scheduled to begin the basic training program before the grant application deadline and will complete the program within 12 months of starting the training.
Yes ☒ No ☐	10. Any telecommunicators hired after submission of this grant application will begin basic training within 12 months of their hiring date.
Yes ☒ No ☐	11. The applicant has implemented Emergency Medical Dispatch (EMD) protocols at the agency or transfers EMD-related calls to a 3 rd party provider. The EMD training organization used meets the standards set by the 9-1-1 Subcommittee. See OEC Grant Guidance, Section 3.2.2 for additional details.
1/12/2016	11.a. If yes to #11, enter the date in which EMD protocols were implemented at the agency or the date in which EMD-related calls began to be transferred to a 3 rd party provider. If no to #11, skip to #12.
Yes ☐ No ☐	12. If no to #11, within 3 years of the first grant award under this grant program, the applicant will implement EMD protocols at the agency or contract to transfer EMD-related calls to an authorized 3 rd party such as another PSAP that has implemented the required EMD protocols. If yes to #11, skip to #13.
Yes ☒ No ☐	13. The applicant agency receives both wireline and wireless 9-1-1 calls directly.

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)



Chapter DMA 2 – PSAP Grant Program Application Form



Yes ☒ No ☐	14. The applicant operates 24 hours per day, seven days per week.
Yes ☒ No ☐	15. A minimum of two telecommunicators are on duty and available to receive and process 9-1-1 calls while the applicant agency is in operation.
Yes ☒ No ☐	16. 90% of all 9-1-1 calls are answered within 10 seconds, and 95% of 9-1-1 calls are answered within 20 seconds.
Yes ☒ No ☐	17. The applicant has established a continuity of operations plan (COOP) that addresses all of the following topics: a) The PSAP's operational processes that identify key communications and IT components. b) Any processes required to recover PSAP operations. c) Roles and responsibilities of a communications response team that may be deployed to restore PSAP operations. d) Employee training exercises necessary to implement and maintain the COOP. e) Interoperable communications planning and operations. f) A list of essential contacts, including PSAP and emergency services staff within the agency. g) Identification of any alternate operations site. (NOTE: This may also include any alternate routing agreements and procedures with outside jurisdictions capable of handling 9-1-1 calls from the PSAP in the event of system failure or facility abandonment.)

Section 6: Additional Applicant Data

Current 9-1-1 call handling equipment manufacturer and model	Motorola Vesta 911
When was the call handling equipment originally installed?	11/1/2021
When does your agency plan to replace the call handling equipment?	2026
Current 9-1-1 logging recorder manufacturer and model	Verint Audio Log
Current Computer Aided Dispatch (CAD) equipment vendor and model	Pro Phoenix CAD 2020 R2
Current Record Management System (RMS) manufacturer and model	Pro Phoenix RMS 2020 R2
Number of answering positions/workstations	6
Number of back up or remote answering positions/workstations	1
Does your agency operate a back-up or disaster recovery location?	no
Number of telecommunicators (on staff/vacant)	17 / 4
Who is your Geographic Information System (GIS) mapping provider? (in-house, another municipal agency, or name of vendor)	in-house
If yes to #11 above, who is your EMD training provider?	Priority Dispatch

Section 6: Authorized Signature

Signatory Official Signature	Date
------------------------------	---

Attachment: Sheriff DMA PSAP 2023 Grant Approval (WI DMA PSAP 2023 Grant)

Public Safety Committee

AGENDA INFORMATION SHEET

AGENDA DATE: February 14, 2023
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary Transfer of Funds - Fire/Emergency Management Services Records Management and Wireless Agent

BACKGROUND INFORMATION: The Ozaukee Fire and Emergency Management Services has requested that the ProPhoenix Records (RMS) and Wireless Device Management (WDA) Software that has been in use by all Law Enforcement agencies in Ozaukee County be expanded to include the Fire Departments throughout the county. The ProPhoenix Software has been in use with Law Enforcement for more than a decade. The county historically has provided the software and the municipal agencies purchase the peripheral devices and subscriptions for cellular connectivity.

WDA info <<https://prophoenix.com/mobile/>>

RMS info <<https://prophoenix.com/fire/>>

ANALYSIS: Implementation of the ProPhoenix Records Management and Wireless Device Management Software will streamline the paging and dispatching operations for Ozaukee County Dispatch and improve response times for Fire and EMS Services by coordinating response. The software, when implemented, will create capacity within Ozaukee County Dispatch. Staff is recommending that funding for the software purchase of \$107,000, \$6,000 for the WDA licensing and annual maintenance of \$28,000 per year through 2026 be transferred from the \$5,000,000 set aside for the Countywide EMS Grant, totaling \$225,000.

FISCAL IMPACT: \$225,000

FUNDING SOURCE: Countywide EMS Grant

RECOMMENDED MOTION: Approve the transfer of funds for ProPhoenix Records Management and Wireless Device Management Software.

ATTACHMENTS:

- Budget Amendment Request Prophoenix (PDF)



Budget Amendment Request Committee Approval Form

8.a.2.a

TO: **Finance Committee**FROM: **Administrator**

Department Name

Date of Request: **2/7/2023**

Resolution No: _____

Period Transfer Recorded: _____

Type of Budget Amendment (check one)

Increase of Revenue: _____

Fund Transfer: _____

Supplemental Appropriations: _____

Debit / Expense**Credit / Revenue**Acct # **219-2-01-59101-000 EMS Grant** \$ **225,000**A/C # **219-2-01-58000-000 Other Expense** \$ **225,000***Pre-request Account's Budget* | *Changed To**Pre-request Account's Budget* | *Changed To*Cost Ctr &
A/C DescCost Ctr &
A/C Desc

Acct # \$ -

A/C # \$ -

Pre-request Account's Budget | *Changed To**Pre-request Account's Budget* | *Changed To*Cost Ctr &
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Acct # \$ -

A/C # \$ -

Pre-request Account's Budget | *Changed To**Pre-request Account's Budget* | *Changed To*Cost Ctr &
A/C DescCost Ctr &
A/C Desc

Total Debits: 225,000

Total Credits: 225,000

Reason for Request (Be Specific). Also fill out Support Document for County Board.

Department Head Signature

Oversight Committee Members

TYPE IN Oversight Committee Chairperson's Name

Finance Committee Members

Date of Meeting

Date of Meeting

Date Amended: _____

Budget Amended By: _____

Public Safety Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: February 14, 2023
DEPARTMENT: Sheriff
DIRECTOR: Christy Knowles
PREPARER: Timothy Nelson

Agenda Summary Management/Financial Reports

ATTACHMENTS:

- Sheriff's Office Reports - February 2023 (PDF)

Ozaukee County Committee Report

General Fund Sheriffs Department

For the One Month Ending Tuesday, January 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Intergovernmental Revenues	-	-	(\$35,625)	(\$35,625)	0.00%
Public Charges for Services	\$6,040	\$6,040	(\$398,900)	(\$404,940)	-1.51%
Intergovernmental Charges	-	-	(\$215,000)	(\$215,000)	0.00%
Interdepartmental Charges	\$25	\$25	(\$43,306)	(\$43,331)	-0.06%
Other Revenue	\$327	\$327	(\$165,275)	(\$165,602)	-0.20%
Total Revenues	\$6,392	\$6,392	(\$858,106)	(\$864,498)	-0.74%
Expenditures					
Salaries	\$435,448	\$435,448	\$9,029,327	\$8,593,879	4.82%
Fringe Benefits	\$334,796	\$334,796	\$3,446,321	\$3,111,525	9.71%
Travel/Training	(\$2,050)	(\$2,050)	\$54,110	\$56,160	-3.79%
Supplies	\$10,946	\$10,946	\$777,067	\$766,121	1.41%
Purchased Services	\$60,391	\$60,391	\$1,289,407	\$1,229,016	4.68%
Interdepartment Charges	\$512	\$512	\$473,422	\$472,910	0.11%
Other Expenses	\$4,050	\$4,050	\$122,635	\$118,585	3.30%
Total Operating Expenditures	\$844,093	\$844,093	\$15,192,289	\$14,348,196	5.56%
Capital Outlay					
Equipment & Furniture	-	-	\$296,250	\$296,250	0.00%
Total Capital Outlay	-	-	\$296,250	\$296,250	0.00%
Total Expenditures	\$844,093	\$844,093	\$15,488,539	\$14,644,446	5.45%
Other Finance (Sources)	-	-	\$372,250	\$372,250	0.00%
Net Other Financing Sources/Uses	-	-	\$372,250	\$372,250	0.00%
Net Increase (Decrease)	(\$837,701)	(\$837,701)	(\$16,718,895)	(\$15,881,194)	5.01%

Equity:

Attachment: Sheriff's Office Reports - February 2023 (Management/Financial Reports)

Ozaukee County Committee Report

General Fund Emergency Management

For the One Month Ending Tuesday, January 31, 2023

Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2023 YTD Actual	2023 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Intergovernmental Revenues	-	-	(\$79,193)	(\$79,193)	0.00%
Other Revenue	-	-	(\$6,000)	(\$6,000)	0.00%
Total Revenues	-	-	(\$85,193)	(\$85,193)	0.00%
Expenditures					
Salaries	\$6,629	\$6,629	\$200,560	\$193,931	3.31%
Fringe Benefits	\$5,113	\$5,113	\$60,543	\$55,430	8.45%
Travel/Training	-	-	\$3,800	\$3,800	0.00%
Supplies	-	-	\$48,577	\$48,577	0.00%
Purchased Services	\$172	\$172	\$20,225	\$20,053	0.85%
Interdepartment Charges	-	-	\$31,319	\$31,319	0.00%
Other Expenses	-	-	\$3,638	\$3,638	0.00%
Total Operating Expenditures	\$11,914	\$11,914	\$368,662	\$356,748	3.23%
Capital Outlay					
Total Expenditures	\$11,914	\$11,914	\$368,662	\$356,748	3.23%
Net Increase (Decrease)	(\$11,914)	(\$11,914)	(\$453,855)	(\$441,941)	2.63%

Equity:

Attachment: Sheriff's Office Reports - February 2023 (Management/Financial Reports)

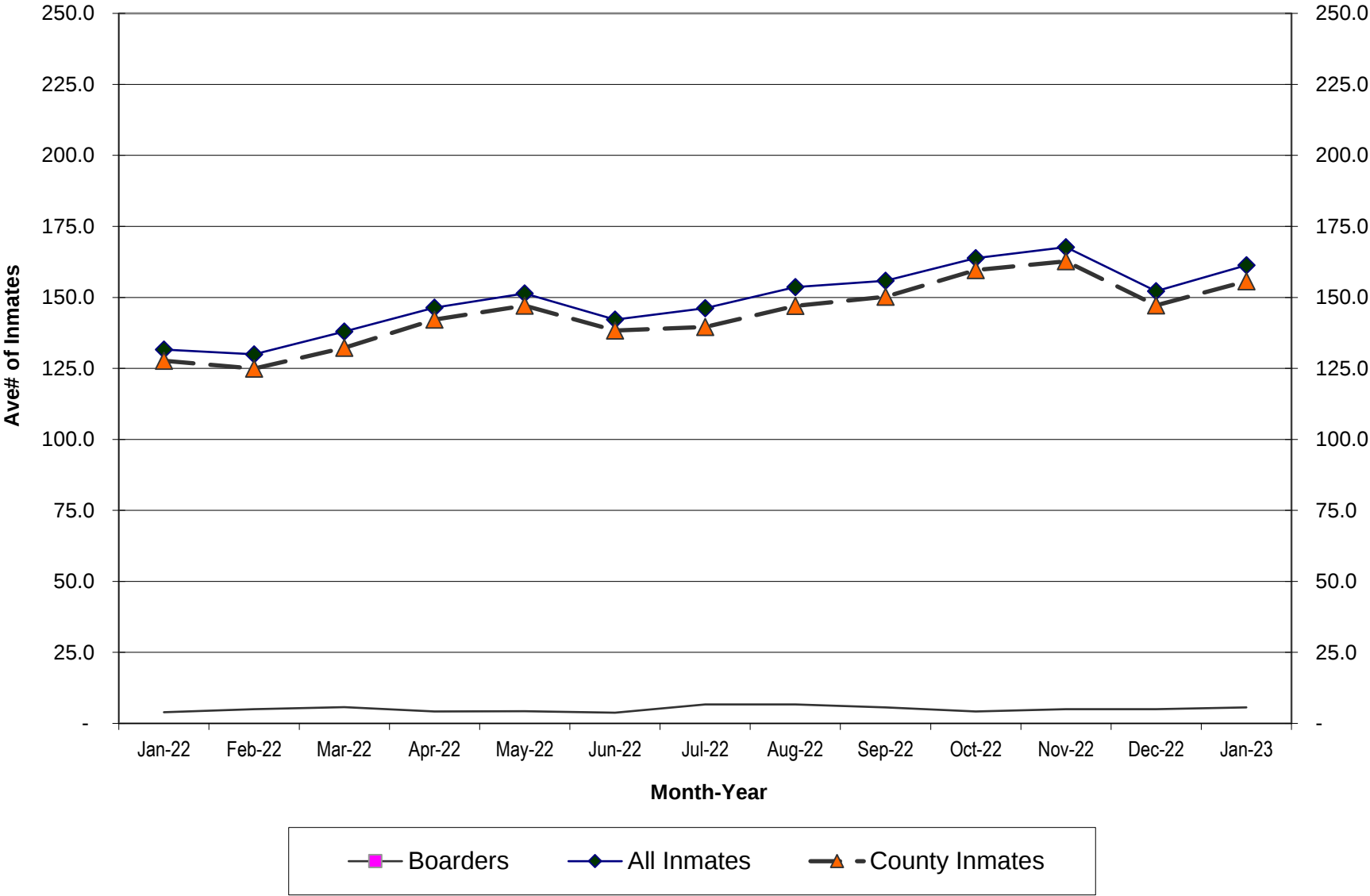
Ozaukee County Sheriff's Office**Average Jail Inmate Population**

Bookings as of 01/31/2022: 186

Bookings as of 01/31/2023: 208

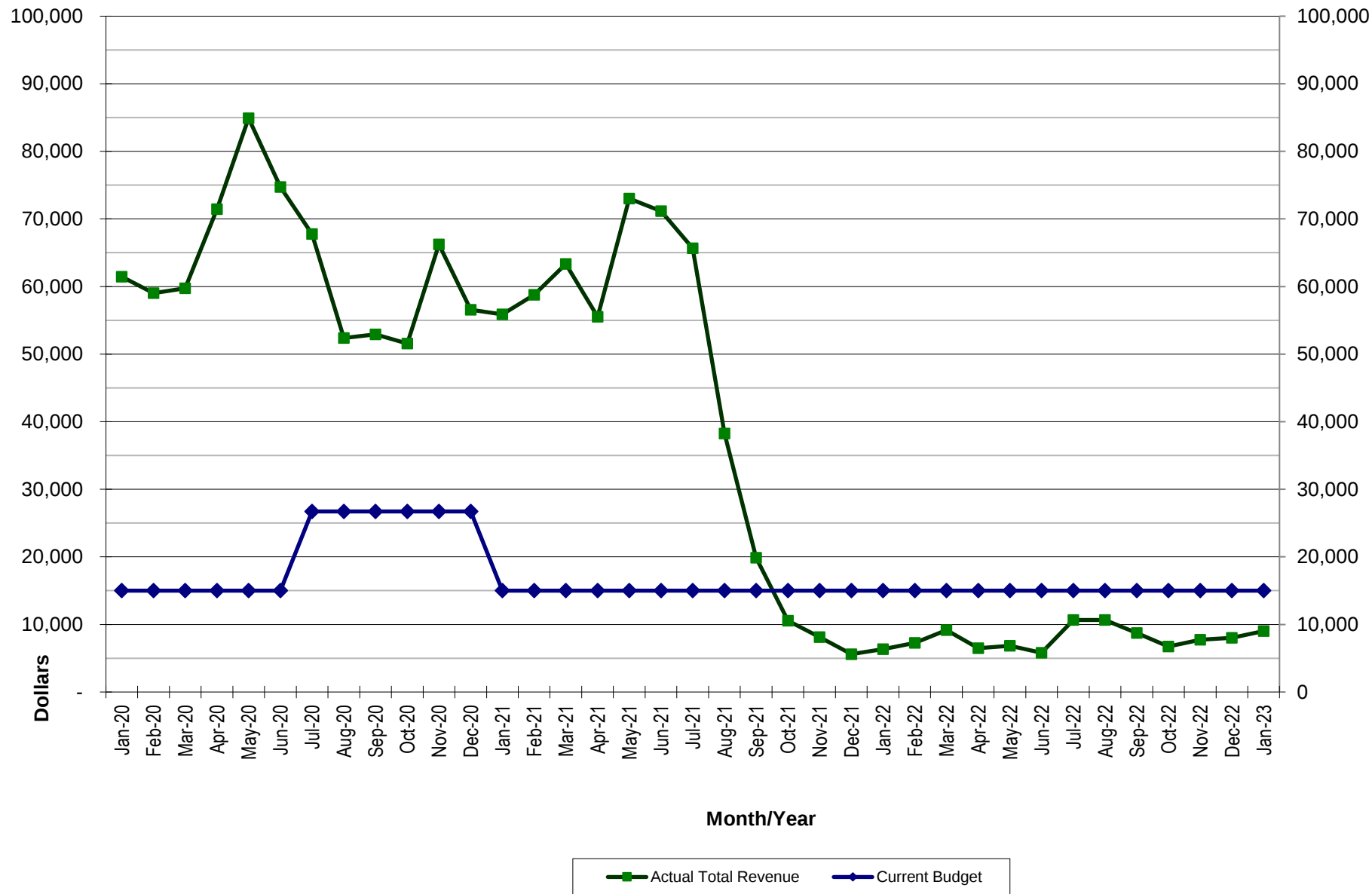
	Report Average	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23
<u>Adults Average</u>														
County														
Male	118.93	98.5	102.6	105.3	111.8	121.9	116.1	114.8	122.8	129.5	131.8	135.9	124.7	130.4
Female	25.25	29.2	22.4	27.0	30.3	25.2	22.3	24.8	24.2	20.7	27.8	26.8	22.5	25.3
Total	144.18	127.7	124.9	132.3	142.2	147.1	138.4	139.5	147.0	150.2	159.6	162.7	147.2	155.7
Boarders														
Male	4.03	4.0	5.0	5.7	4.2	3.7	2.3	4.1	4.2	3.5	4.1	5.0	3.9	2.7
Female	1.04	-	-	-	-	0.6	1.5	2.6	2.5	2.2	0.2	-	1.1	2.9
Total	5.07	4.0	5.0	5.7	4.2	4.3	3.8	6.7	6.7	5.7	4.2	5.0	5.0	5.6
Totals														
Male	122.96	102.5	107.6	111.0	116.0	125.6	118.4	118.9	127.0	133.0	135.9	140.9	128.6	133.1
Female	26.29	29.2	22.4	27.0	30.3	25.7	23.7	27.4	26.7	22.9	28.0	26.8	23.6	28.2
Total	149.26	131.6	130.0	138.0	146.4	151.4	142.1	146.2	153.6	155.9	163.8	167.7	152.2	161.4

Ozaukee County Sheriff's Office
Jail Population Average Days--2022 & 2023



Attachment: Sheriff's Office Reports - February 2023 (Management/Financial Reports)

OZSO Boarding Revenue History--Total Dollars
01/01/2020--01/31/2023



DIVISION OVERTIME SUMMARY BY TYPE

From: 01/01/2023 to 01/31/2023

	Special Assignment (Regular Time)	COURT	COURT SECURITY	DRUG UNIT	EXTRA PATROL	FTO TRAINING (Regular Time)	INVESTIGATION / REPORT WRITING	Holiday Worked (Double time)	K-9 Duties	NURSE CALL-IN	NURSE STANDBY (Straight Time)	OTHER	SHIFT COMMANDER VACANCY	SHIFT VACANCY	Special Assignment Overtime	SPECIAL ENFORCEMENT	SRT TRAINING	SRT Callout	TRAINING	TRAINING TRAVEL TIME (Straight Time)	TRANSPORTS	Total
Administration												19.00										19.00
Court Services			6.75				3.25														5.25	15.25
Clerical (Regular Time)												23.67										23.67
Detectives				29.50			40.50															70.00
Dispatch						107.25						28.25		246.08					10.00			391.58
Drug Unit																						
Jail						112.25						26.00		446.25	20.25				0.50	76.50	0.50	682.25
Jail Sgts												4.50	4.00	39.25								47.75
Nurse/Mental Hlth											19.25	0.75		10.08								30.08
Patrol	2.00	14.50		13.50		52.75	64.08	18.25				33.00	12.00	119.50	4.75		16.50		7.75			358.58
Patrol Sgts							2.66	4.00	18.50			4.75			12.25						7.75	49.91
Emergency Mngmt																						
Total	2.00	14.50	6.75	43.00		272.25	110.49	22.25	18.50		19.25	120.92	35.00	861.16	37.25		16.50		18.25	76.50	13.50	1688.07