

KENOSHA JOINT SERVICES BOARD

March 23, 2021

The Kenosha Joint Services Board meeting was **Called to Order** at 4:30 p.m. by Chairman Jeffrey Gentz in Joint Services Administration Conference Room located in the Kenosha County Public Safety Building.

The **Members in Attendance** were Chairman Jeffrey Gentz, County Chief of Staff Jennie Tunkieicz, City Administrator John Morrissey, Chief of Police Daniel Miskinis, County Supervisor Monica Yuhas and Youth in Governance Sara Tyszkowska

The **Member not in Attendance**, City Alderman Rocco LaMacchia Sr. was absent and Board Member Joshua Barker and Youth in Governance member Tristan Jantz were excused.

Under **Citizen Comments**, there were none.

Under **Approval of Minutes of Open Sessions Held on February 23, 2021**, Ms. Yuhas made a motion to approve the minutes and Ms. Tunkieicz seconded the motion. Motion approved unanimously.

Under **Director's Report**, Director Genthner reported that Beverly Sebetic extended her retirement until April 2, 2021. Starting April 1, 2021, Joshua Radandt will transfer from the Communications' department to the Evidence department and serve as Evidence/ID Manager. Director Genthner would like to thank Sebastian Kawka for serving as Interim Evidence/ID Manager.

Director Genthner reported that Joshua Nielsen was appointed to the APCO Military Task Force committee. This committee is looking to see how they can transition former and current military personnel or their spouses into emergency communications' centers.

The Board accepted the information as presented.

Under **Evidence Room Remodel**, Director Genthner reported that the transferring of evidence from the temporary storage areas back into the Evidence department has been completed. With the new room design and shelves he believes there will be plenty of space to grow. Director Genthner complimented the Evidence staff for relocating and bar coding over 70,000 pieces of evidence. A brief discussion ensued.

The Board accepted the information as presented.

Under, **ERP Replacement Project**, Director Genthner reported they have been working with Rob Roque of the GFOA and presented a timeline for the project. They are currently in the beginning phase and looking at the project running from March 2021 through March 2023.

The Board accepted the information as presented.

Under, **Resignation Notification – Director**, Director Genthner indicated that in November 2019 he met with Chief of Staff Jennie Tunkieicz and Mayor John Antaramian to discuss his timeline for his retirement/resignation. Director Genthner would like the Board to know that he is looking at September 30, 2021, as his retirement/resignation date.

Director Genthner stated that he was looking at this date in order to have the budget process completed and help the transition for a new Director. A brief discussion ensued.

Ms. Tunkieicz and Chairman Gentz voiced support of Director Genthner's transition plan and believes the Board brought Assistant Director Nielsen on in order for succession planning.

The Board accepted the information as presented.

Under, **Administration Department**, Director Genthner reported that there will be an approximate \$50,000 budget overage in the Administration department due to retirements and transitions. Director Genthner anticipates that there will be several different places they could transfer funds from to assist in covering the anticipated shortage.

Due to an anticipated budget shortage in the Administration department, Director Genthner recommends putting an Interim Director in place and would like to recommend Assistant Director Joshua Nielsen

Chairman Gentz requested a financial plan be put together regarding the planning and thought process for where anticipated funds would be used to cover the budget overage.

A brief discussion ensued.

Under, **2020 Year End Budget Amendments**, Director Genthner presented the 2020 year end budget amendments for approval.

Mr. Morrissey made a motion to approve. Ms. Yuhus seconded the motion. Motion approved unanimously.

Under **Board Member Comments**,

Mr. Morrissey suggests that in the next few months the Board have a closed session to discuss the opening of the Director position and what roll the current director could play in assisting the next Director.

Ms. Tunkieicz is supportive in doing a closed session regarding the opening of the Director position, but believes it should be sooner than later as she feels strongly about succession planning.

Chairman Gentz would like this topic to be put on the next agenda.

Chief Miskinis would like to congratulate Joshua Radandt on transition to the Evidence/ID Manager position. He would also like to recognize the Evidence department's employees for their coordinated effort with the Evidence project and agrees on having a closed session regarding the Director position.

At 4:53 p.m., Mr. Morrissey made a motion for **Adjournment** and Chief Miskinis seconded the motion. Motion approved unanimously.