

KENOSHA JOINT SERVICES BOARD

February 28, 2023**

The Kenosha Joint Services Board meeting was **Called to Order** at 4:30 p.m. by Chairperson Monica Yuhas in the Joint Services Training Room located in the Kenosha County Public Safety Building.

The **Members in Attendance** were Chairperson Monica Yuhas, Chief of Staff Tami Rongstad, Police Chief Patrick Patton, County Board Supervisor Mark Nordigan, Alderperson Curt Wilson and Youth in Governance Leo Ruffolo and Michael Babu.

The **Members not in Attendance**, Vice Chairperson John Morrissey was excused and the Member at Large position still remains open.

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

Under, **Approval of Minutes of Open Session Held on February 28, 2023**, Mr. Wilson made a motion to approve. Mr. Nordigian seconded the motion. Motion approved unanimously.

****Notation : Placed on May 23, 2023, agenda to correct a clerical error on the date in the original February 28, 2023, approved Board minutes. Agenda item for Approval of the Minutes of Open Session should have stated January 24, 2023, in the minutes instead and was correctly stated on the agenda.**

Under, **Director's Report**, Director Nielsen presented the Director's Report and noted that the hiring process for HR Coordinator are underway.

The Board accepted the information as presented.

Under, **Contract for Temporary Employee**, Director Nielsen presented a temporary part time employment contract for Beverly Sebetic. In the interim, Ms. Sebetic will assist with the HR Coordinator duties and with the transition to a newly hired HR Coordinator.

Mr. Nordigian made a motion to approve the contract. Mr. Wilson seconded the motion. Motion approved unanimously.

Under, **Financial Audit and Review**, Director Nielsen presented two proposals for a full audit. There was a brief discussion.

Mr. Nordigian made a motion to accept one of the proposals for a full audit and not too exceed \$32,000. Chief Patton seconded the motion. Motion approved unanimously.

Under, **Evidence/Identification Department Job Descriptions**, Evidence/Identification Manager Joshua Radandt presented the amended job descriptions within the Evidence/ID department.

Mr. Wilson made a motion to approve. Mr. Nordigian seconded the motion. Motion approved unanimously.

Under, **ERP Replacement**, Director Nielsen reported that they are currently working through contract negotiations with Tyler Technologies.

The Board accepted the information as presented.

Under, **Wage and Compensation Study**, Director Nielsen reported that they are still awaiting word from the consulting firm.

The Board accepted the information as presented.

Under, ***Kenosha Joint Services Policy Manual Update***, Director Nielsen presented a newly created policy for the disposal of scrap and recyclable material. There was further discussion.

Mr. Nordigian made a motion to approve. Mr. Wilson seconded the motion. Motion approved unanimously.

Under, ***Request to Approve***, Director Nielsen presented two Memorandum of Understanding (MOU) for the Village of Bristol Fire Department and the Town of Paris Fire & Rescue. Both agencies are interested in further functionality of the New World Crewforce software.

Mr. Wilson made a motion to approve. Mr. Nordigian seconded the motion. Motion approved unanimously.

Under, ***2022 Year End Budget***, Director Nielsen presented some 2022 yearend budget amendments.

Mr. Nordigian made a motion to approve. Mr. Wilson seconded the motion. Motion approved unanimously.

Under, ***Member at Large***, no update at this time.

The accepted the information as presented.

Under, **Possible Motion to Go Into Closed Session,**

Wisconsin State Statute 19.85 (1) (f) Considering disciplinary data of a specific person and the investigation of charges against that person which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the person referred to in such data, or involved in such investigation.

At 5:13 p.m., Mr. Nordigian made a motion to go into **Closed Session**. Mr. Wilson seconded the motion. Motion approved with roll call vote.

Roll Call Vote

Chairperson Yuhas – Aye
Mr. Nordigian – Aye

Ms. Rongstad – Aye
Mr. Wilson - Aye

Police Chief Patton – Aye

At 5:42 p.m., Mr. Wilson made a motion to **Return to Open Session**. Mr. Nordigian seconded the motion. Motion approved with roll call vote.

Roll Call Vote

Chairperson Yuhas – Aye
Mr. Nordigian – Aye

Ms. Rongstad – Aye
Mr. Wilson - Aye

Police Chief Patton – Aye

Under, ***Board Comments***, Chairperson Yuhas thanked HR Coordinator Goodwill Obieze for his time with Kenosha Joint Services and also extended a welcome to Police Chief Patton the Board.

At 5:44 p.m., Mr. Nordigian made a motion to **Adjourn the Meeting**. Mr. Wilson seconded the motion. Motion approved unanimously.

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At 5:44 p.m., Mr. Nordigian made a motion to ***Adjourn the Meeting***. Mr. Wilson seconded the motion. Motion approved unanimously.

**KENOSHA JOINT SERVICES BOARD
CLOSED SESSION MINUTES**

February 28, 2023

Members convened to **Closed Session** at 5:13p.m. Those in attendance were Chairperson Monica Yuhas, Chief of Staff Tami Rongstad, Police Chief Patrick Patton, County Supervisor Mark Nordigian, Alderperson Curt Wilson, Youth in Governance Leo Ruffolo, Youth in Governance Michael Babu, Director Joshua Nielsen, Assistant Director Stephanie Lorenzo and Finance Assistant and recording secretary Francine Hooper.

The Board discussed **Wisconsin State Statute 19.85 (1) (f) Considering disciplinary data of a specific person and the investigation of charges against that person which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the person referred to in such data, or involved in such investigation.**

Director Nielsen reported on an investigation and disciplinary data of employees.

At 5:42 p.m., Mr. Wilson made a motion to **Return to Open Session** and Mr. Nordigian seconded the motion. Motion approved unanimously.