



# KENOSHA JOINT SERVICES

## PUBLIC SAFETY SUPPORT SERVICES

Sheriff • Police • Fire • EMS

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1000 55<sup>th</sup> Street • Kenosha, WI 53140  
Website: [www.kenoshajs.org](http://www.kenoshajs.org) • Phone: (262) 605-5050

## A G E N D A

### KENOSHA JOINT SERVICES BOARD MEETING

Kenosha County Safety Building, 1000 55<sup>th</sup> Street • Kenosha, WI

Kenosha Joint Services Training Room 1216

January 23, 2024 • 4:30 P.M.

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- I. Call to Order
- II. Roll Call
- III. Citizen Comments
  - a. Documents: [Guidelines for Citizen Comments at Kenosha Joint Services Board Meetings](#)
- IV. Approval of Minutes from Open Session – December 7, 2023
- V. Joint Services Report
  - a. Director's Report
  - b. Administration
  - c. Communications
  - d. Records
  - e. Fleet Maintenance
  - f. Evidence/Identification
  - g. Information Technology
  - h. Overtime Report
  - i. Financial Statements
- VI. Items for Board Review and Action
  - a. 9-1-1 Refresh and ESI Net Implementation Project Status Report
  - b. ERP (Enterprise Resource Planning) Replacement Project Status Report
- VII. Board Member Comments
- VIII. Adjournment

KENOSHA JOINT SERVICES BOARD

December 7, 2023

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

The **Members in Attendance** were Chairperson Monica Yuhas, Vice Chairperson John Morrissey, County Executive Samantha Kerkman, Police Chief Patrick Patton, County Board Supervisor Brian Bashaw, Alderperson Curt Wilson and Member at Large Chief Colin Hennessey.

The **Members not in Attendance**, Youth in Governance Rylee Chamberlin and JJ Castro were excused.

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

Under, **Approval of Minutes of Open Sessions October 24, 2023**, Mr. Morrissey made a motion to approve. Ms. Kerkman seconded the motion. Motion approved unanimously.

Under, **Director's Report**, Director Nielsen presented the Director's Report, reported on receiving a 911 grant for up to \$450,000, announced the promotion of Aurora Turek as Records Manager, and a significant upgrade to New World was completed.

The Board accepted the information as presented.

Under, **Budget Amendment Transfer**, Director Nielsen reported on a budget amendment transfer for a replacement printer that failed in the Communication's department.

The Board accepted the information as presented.

Under, **Fleet Maintenance Clerk Vacancy**, Director Nielsen reported that Sharon May has submitted her retirement as of 01/05/2024. Director Nielsen requested authorization to start the replacement employee, Laura Strehlow, on 01/08/2024. Possible carry over funds from 2023 may be used to cover those additional salaries.

Ms. Kerkman made a motion to approve. Mr. Morrissey seconded the motion. Motion carried unanimously.

Under, **ERP Replacement Project**, Director Nielsen reported on the status of the ERP replacement project and that is moving forward.

The Board accepted the information as presented.

Under, **2024 Employee Handbook Modification**, Director Nielsen presented the employee handbook updates.

Mr. Morrissey requested to update the word "his" to be "his/her" throughout the handbook.

Ms. Kerkman made a motion to approve. Mr. Bashaw seconded the motion. Motion carried unanimously.

Under, **2024 Compensation Manual Modification**, Director Nielsen presented the compensation manual updates.

Mr. Bashaw made a motion to approve. Mr. Wilson seconded the motion. Motion carried unanimously.

Under, **Board Comments**, Mr. Morrissey congratulated Ms. Turek and Ms. Andersen. Ms. Yuhas congratulated Ms. Andersen on her retirement and thanked her for explaining how the Records department works. She also stated that it has been a joy to work with the Board this year.

At 4:58 p.m., Ms. Kerkman made a motion to **Adjourn the Meeting**. Mr. Morrissey seconded the motion. Motion approved unanimously.



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### Kenosha Joint Services Departments

Administration  
Communications  
Evidence/Identification Bureau  
Fleet Maintenance  
Records/Public Counter

TO: Kenosha Joint Services Board

FROM: Joshua Nielsen

REFERENCE: Kenosha Joint Services – Board Report

DATE: January 18, 2024

#### ADMINISTRATION DEPARTMENT:

**Administration** (1 Director, 1 Assistant Director, 1 HR Coordinator, 1 Finance Assistant, 1 Clerk):

All positions filled.

**Communications** (32 Telecommunicators, 6 Supervisors, 1 Assistant Manager, 1 Manager):

There are currently six Telecommunicator vacancies and one pending Supervisor vacancy. Telecommunicator, Tanya Watkins, resigned December 23, 2023, as she was hired as a police officer by Kenosha Police Department. Telecommunicator, Joyce Morgan, transferred to the Records Department on January 2, 2024. Communications Supervisor Kristin Hensley, submitted her resignation for January 21, 2024, as she was hired by the City of Milwaukee. Three candidates are currently in the background phase of the hiring process with a projected start date in late March, 2024.

**Records** (17 Clerks, 3 Supervisors, 1 Manager):

There is currently one Records Clerk vacancy. Aurora Turek was promoted to Records Manager effective January 1, 2024. Joyce Morgan transferred from Communications to Records on January 2, 2024. Laura Strehlow transferred to Fleet Maintenance Clerk on January 8, 2024. Brian Martinez has been offered and accepted a promotion to Third Shift Records Supervisor. One Records Clerk applied for transfer to the vacant Identification Technician position in the Evidence/Identification Department. Two Records Clerk candidates have completed all conditions of the offer and are awaiting a start date. A new hiring process is underway to create an eligibility list.

**Fleet Maintenance** (5 Technicians, 1 Clerk, 1 Vehicle Cleaning Operator, 1 Manager):

All positions filled

New Vehicle Cleaning Operator Claude Files began January 3, 2024. Fleet Maintenance Clerk Sharon May retired on January 5, 2024. Records Clerk Laura Strehlow transferred to the vacant Fleet Maintenance Clerk position on January 8, 2024.

## Kenosha Joint Services – Board Report

### Evidence/Identification (7 Technicians, 1 Supervisor, 1 Manager):

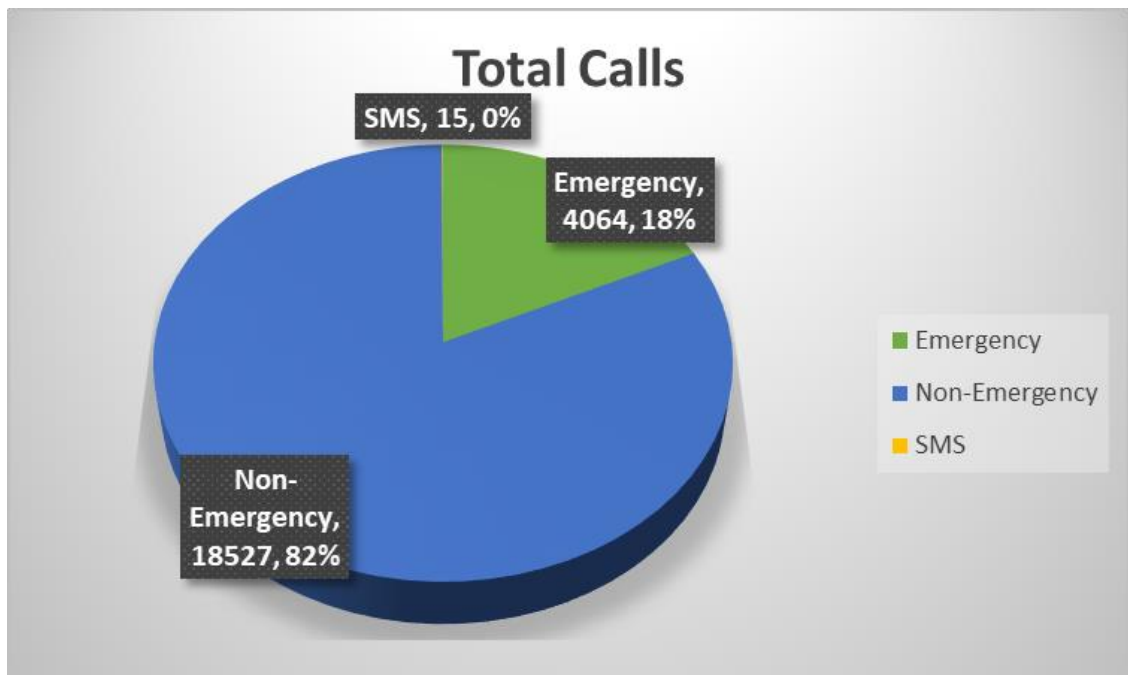
There are two Identification Technician vacancies. One candidate has been identified in an internal transfer from the Records Department. An external hiring process will begin for the vacant position. New Manager Charles Scoles began on January 3, 2024.

### COMMUNICATIONS DEPARTMENT:

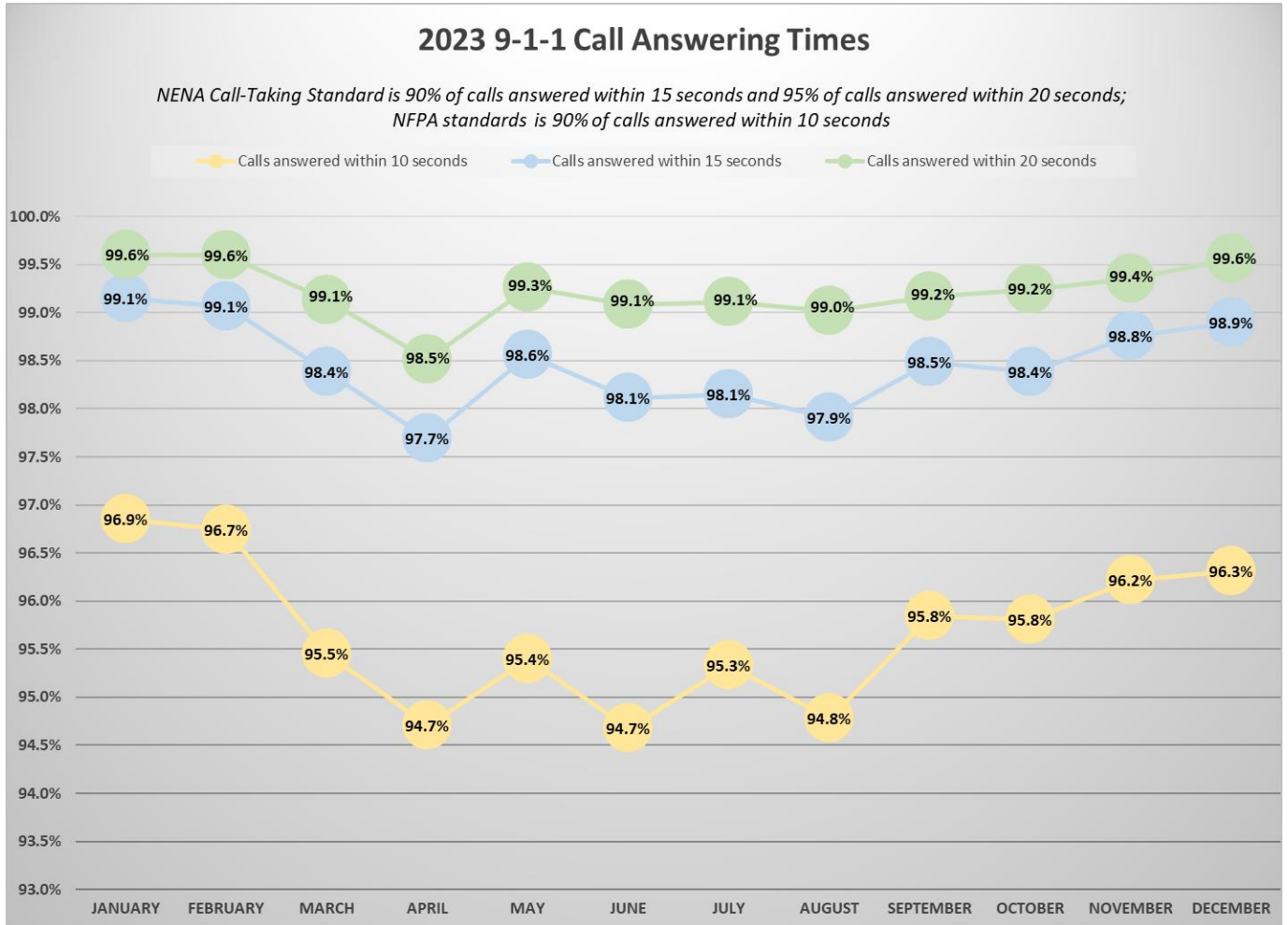
Ashley Durand will begin her last phase of training, the Police console, on December 26, 2023. She is anticipated to be fully trained early Spring 2024. Grace Moote has completed Police training. It is anticipated that she will finish all training in Spring of 2024. Cassie McDannel has completed Sheriff Training. She will soon begin Fire Training. It is anticipated she will complete all training late Spring/early Summer of 2024. Stefani Street is in call-take training. She is anticipated to complete training mid-Summer 2024. Maxwell Rebman has completed call-take training. He will begin fire training January 15, 2024. It is anticipated he complete training mid-Summer 2024. Anne Boie has begun call-take training. She is anticipated to complete training late Summer/early Fall 2024.

Communications management staff and Joint Services Administration continue to meet to determine emergency staffing plans and ensure all needs within the center are met.

In December, 4,064 9-1-1 calls were received by the communications department with 96% of these calls answered in under 10 seconds, and 99% in under 15 seconds. There were 18,527 non-emergency calls handled and 15 text messages received during this month.



**Kenosha Joint Services – Board Report**



**RECORDS DEPARTMENT:**

Third Shift Records Supervisor, Victoria Maccari, is moving to fill the First Shift Records Supervisor vacancy created by Aurora Turek’s promotion. Records Clerk, Brian Martinez, has accepted the position of Third Shift Records Supervisor. He will begin his training with Victoria mid-January.

The implementation of Lexis Nexis Coplogic Solutions continues, however due to the transition of managers there has been a delay in the go-live of the system. The setup of the system has been completed, procedure updates and training for staff are yet to be completed.

Records clerks processed 178 jail bonds in the month of December, 2023.

Records clerks entered 312 warrants into the TIME System. They recalled seventy-three per Circuit Court and Municipal Court. They also canceled 154 warrants that were served by law enforcement during the month of December.

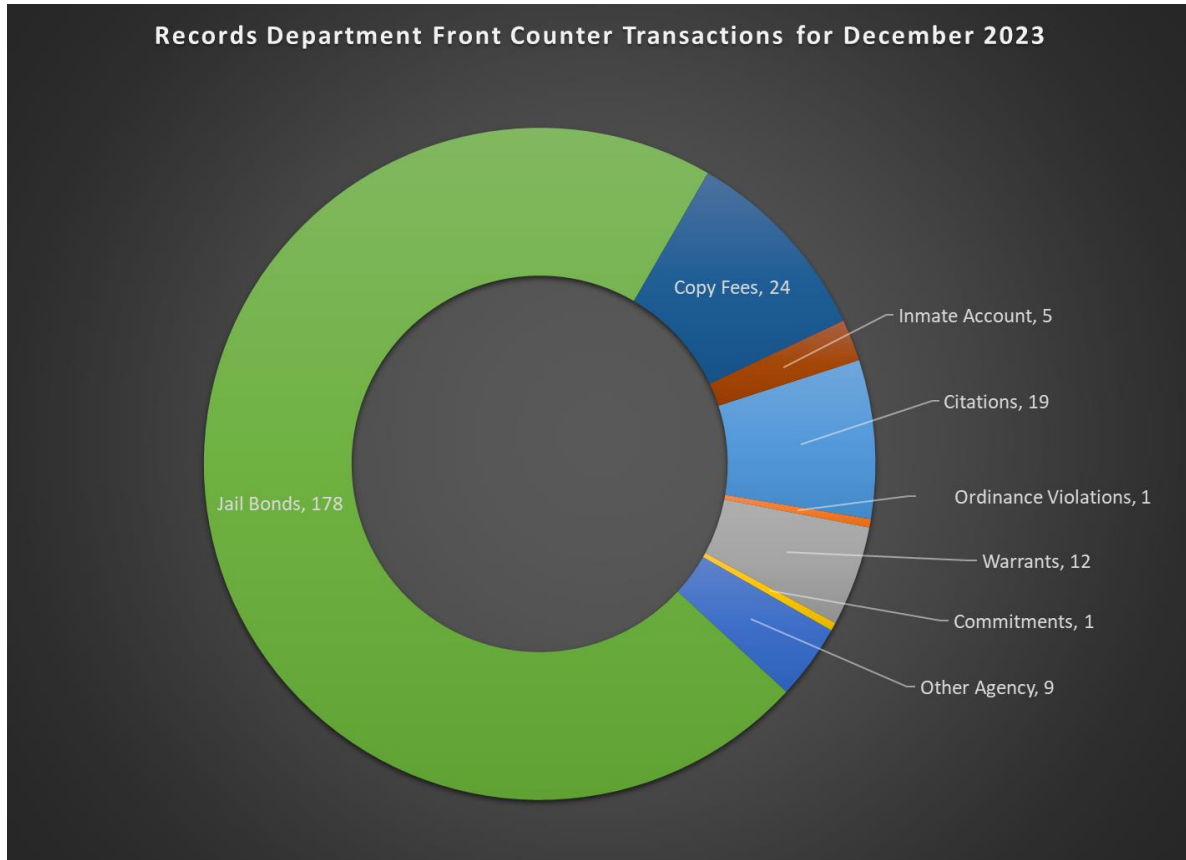
Records clerks have entered, updated or dismissed twenty-one orders of protection in December.

## Kenosha Joint Services – Board Report

The Records Department reviewed 1,471 incoming case reports and supplements from Kenosha Police and Kenosha Sheriff's Departments. Case review is an integral part of submitting complete statistical information to the State of Wisconsin Department of Justice for Uniform Crime Reporting.

In December, Records Staff have taken ten complaints and written reports while serving citizens at the Front Counter. They have entered and written ninety-two repossession reports in December. In addition, Records Staff have booked eleven juveniles after hours.

There were a total of 108 hours of overtime used in the month of December.



### **FLEET MAINTENANCE:**

On January 8, 2024 Fleet Maintenance began their new hours of 7:30am to 4:00pm.

The fleet maintenance staff continue vehicle maintenance and repair as scheduled. There were 168 work orders generated with a total of 317 maintenance and repair lines completed during the month of November. During the month of December, 153 work orders generated with a total of 332 maintenance and repair lines.

During the months of November and December, a total of fifty-four brake rotors required replacement or resurfacing. Forty of the rotors were within tolerances and were machined instead of replaced. The cost of new rotors purchased for replacement during this period was \$1,204.06. The ability to machine rotors during this period saved \$3,957.06. Since the brake lathe was put into service on March 15, 2023, there has been an approximate cost savings of \$14,949.74.

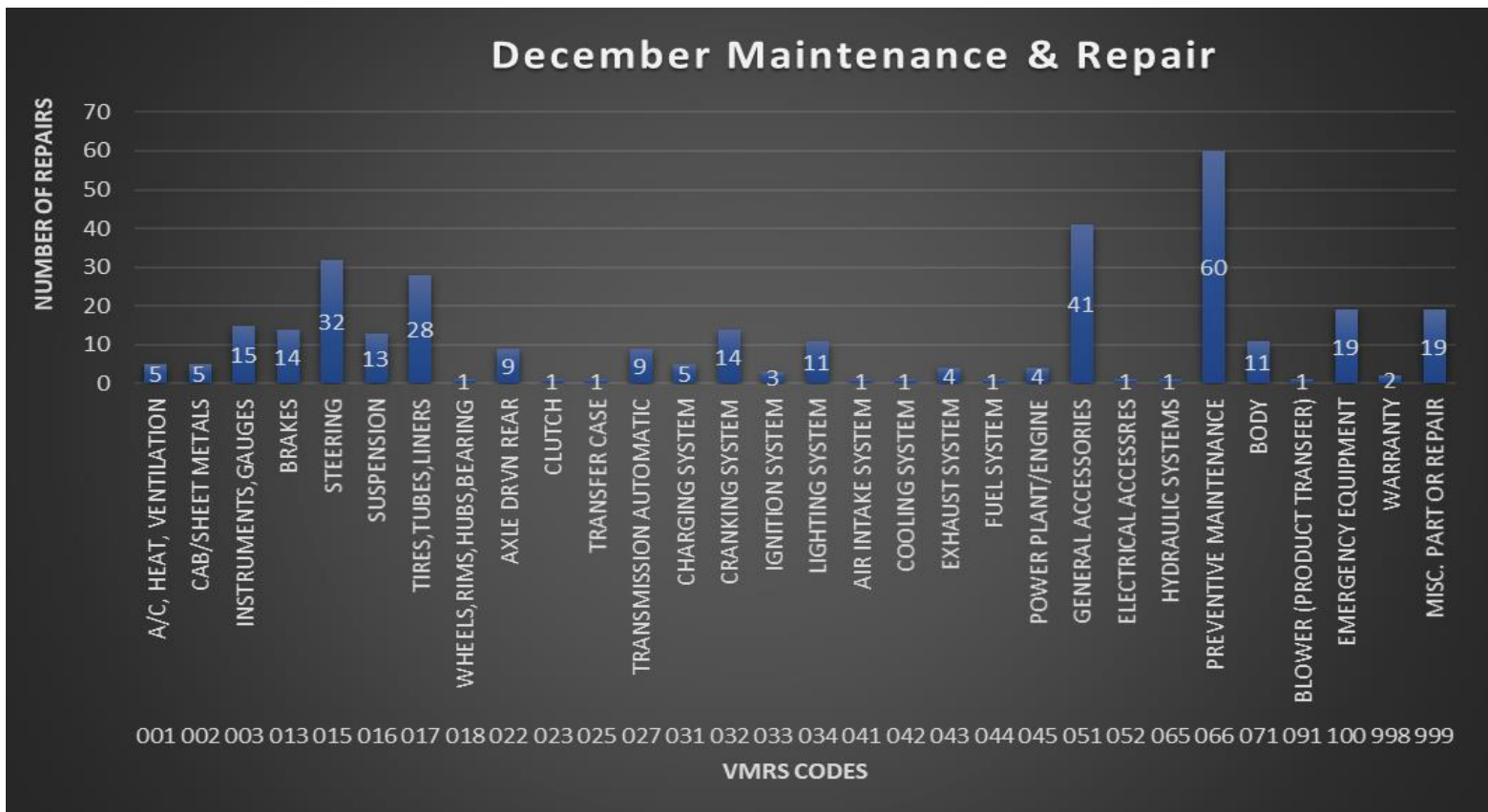
**Kenosha Joint Services – Board Report**

New vehicle up-fitting continues for both Police and Sheriff.



There were 323 automatic car washes in the month of November and 200 in December.

**Car washes:** Indicates a total number of vehicles in all agencies cleaned utilizing the automatic car wash.



## Kenosha Joint Services – Board Report

### **EVIDENCE/IDENTIFICATION DEPARTMENT:**

The new Evidence/Identification Manager, Charles Scoles, began on January 3, 2024. Charles is in the process of reviewing the current policies and procedures along with the workflows and methods of storing, disseminating, and disposing of digital media. He has been meeting with staff in Evidence and Identification regarding his expectations, and to advise them that all proper policies and procedures be followed.

On January 8, 2024, Charles met with Claudia Moreno, Justice Supervisor at the Wisconsin State Crime Laboratory following an increase in the number of rejections due to improper packaging. A discussion was conducted on how to reduce the rejection of evidence submitted to the Crime Lab. Our procedures were discussed and solution was found to better serve our submitting of evidence. Evidence Technicians may reject any evidence not properly sealed and presented to the Evidence Department. The Detective/Officer will be notified to correct the processing of evidence before the evidence is taken to the Crime Lab. Staff will continue to work with the Police and Sheriff's Departments to reduce the number of items being rejected and make a better working relationship with our Crime Lab.

Evidence/Identification Supervisor, Tiffany Hardy, did a great job making sure all needs of the Evidence/Identification Department were met while the Evidence/Identification Manager position was being filled.

ID Technicians continue to receive, process, disseminate, and fulfill digital media requests. The fulfillment of one request may include multiple instances of research, dissemination, and follow-up until the request is fulfilled. The ID Technicians work diligently to make sure each request is fulfilled appropriately. Throughout the course of the day, ID Technicians can spend anywhere between one to five hours simply receiving, reviewing, disseminating, and following-up on, duplicating media for, and completing requests.

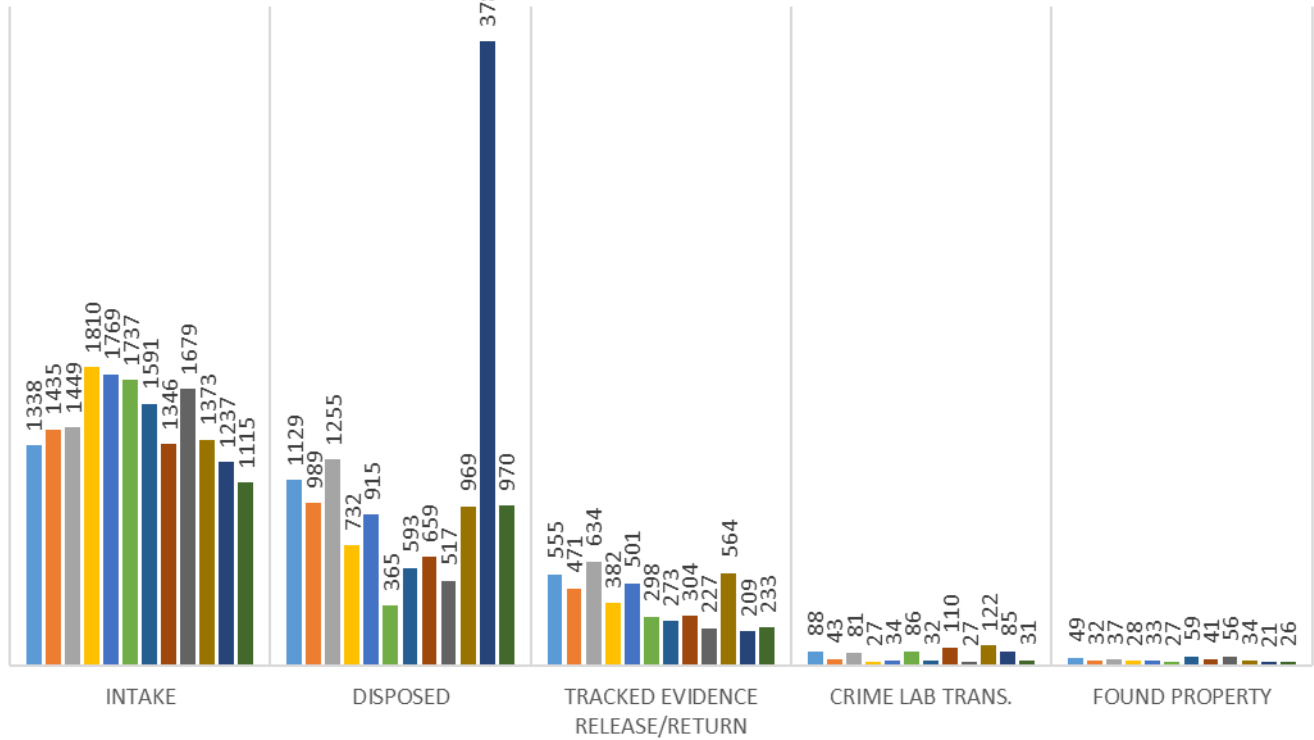
Department staff members are continuously reviewing the utilization of space within the property rooms in order to accommodate the needs of the items being submitted. This on-going process assists with property dispositions and disposals. In the month of December, ID technicians took in 1,115 items, disposed of 970 items, handled an additional 233 items tracked as evidence that were released to other entities (Law Enforcement, Labs, etc.) and/returned to the property room, transported 31 items to the Crime Lab, processed 26 pieces of found property, made 38 DNA collection appointments, completed 11 ink fingerprint cards, completed 30 bookings, reviewed and submitted charges for 500 total bookings to the WI Dept. of Justice (WI DOJ), and completed 219 digital media requests.



# Kenosha Joint Services – Board Report

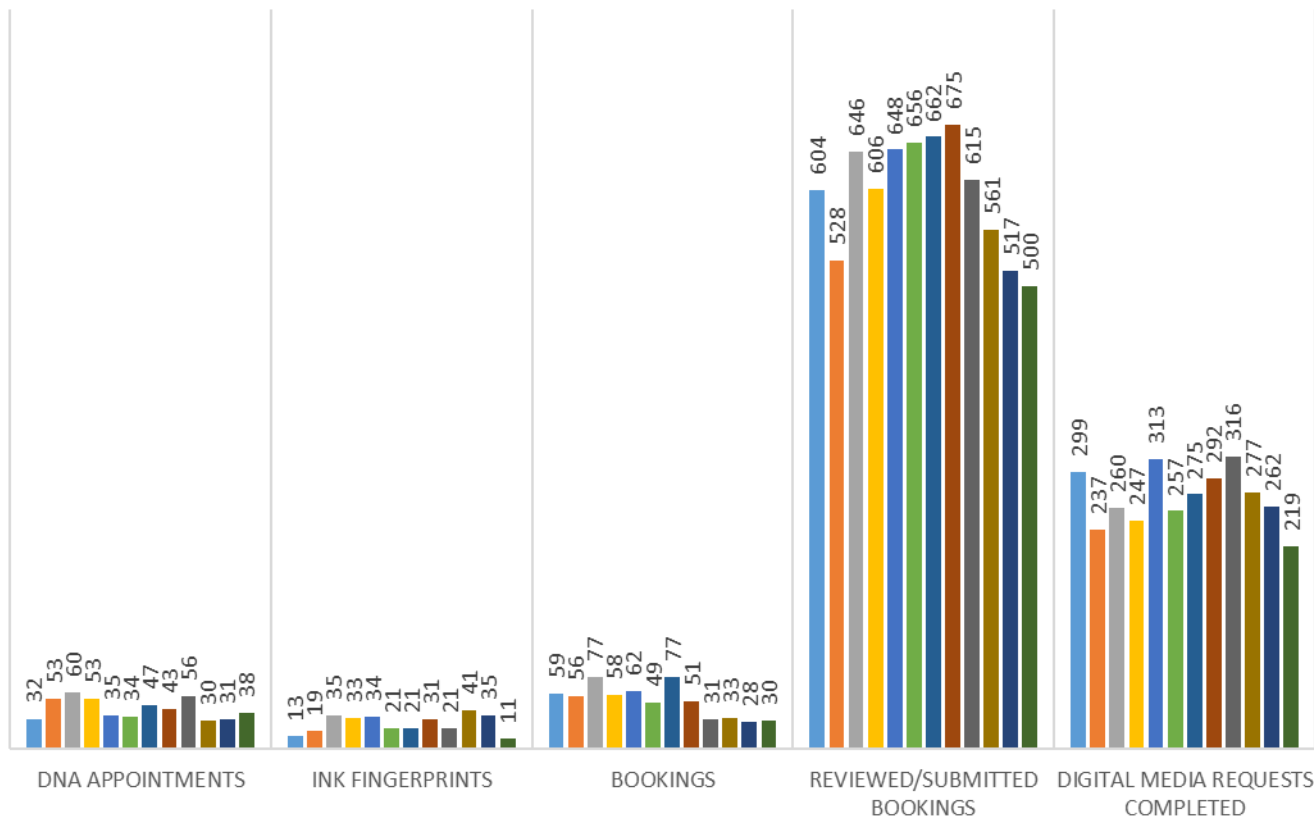
## KJS EVIDENCE

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec



## KJS IDENTIFICATION

Jan Feb Mar Apr May June July Aug Sept Oct Nov Dec

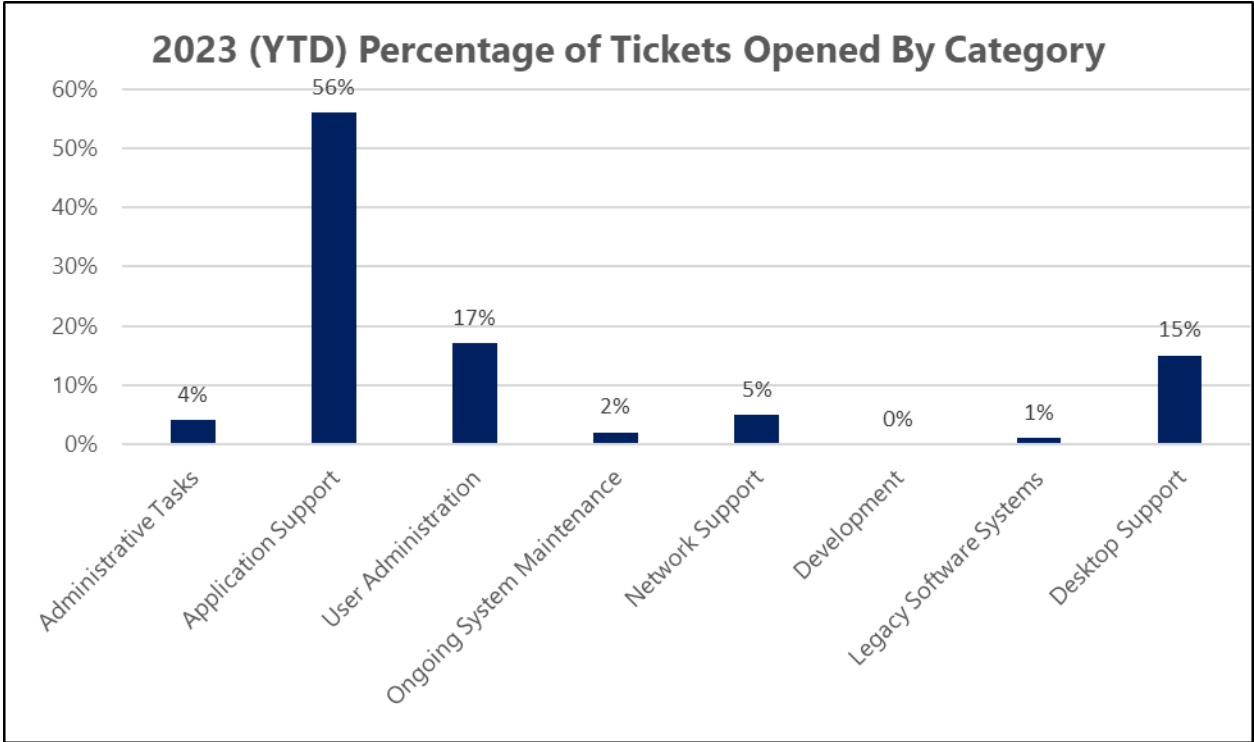
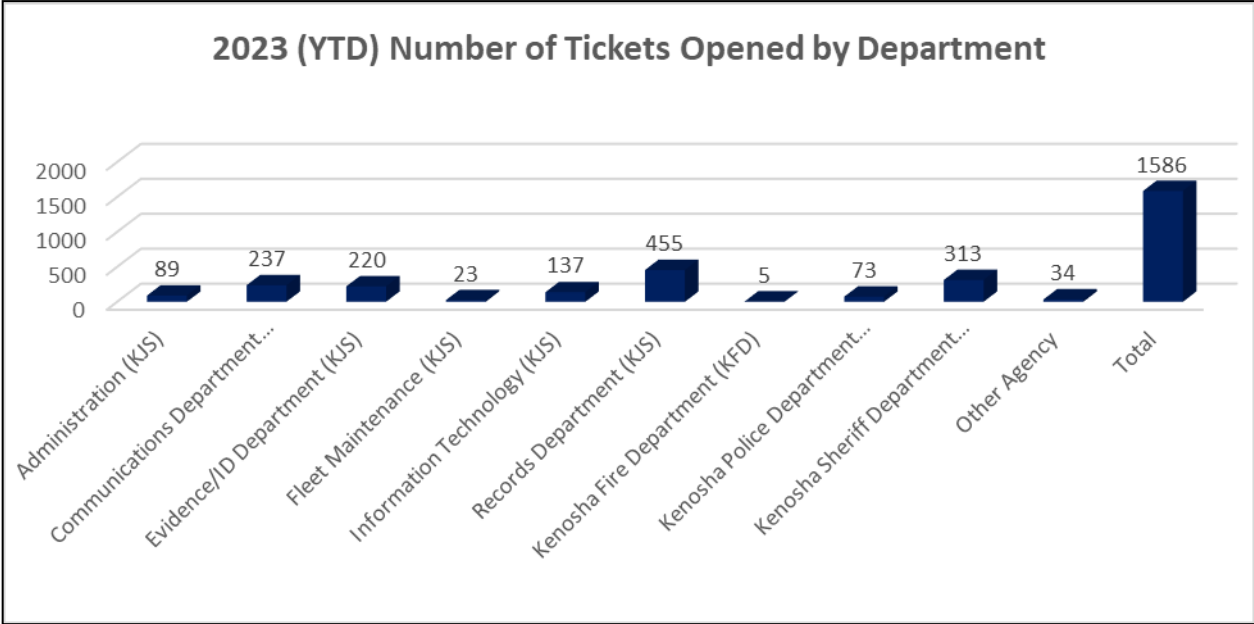


## Kenosha Joint Services – Board Report

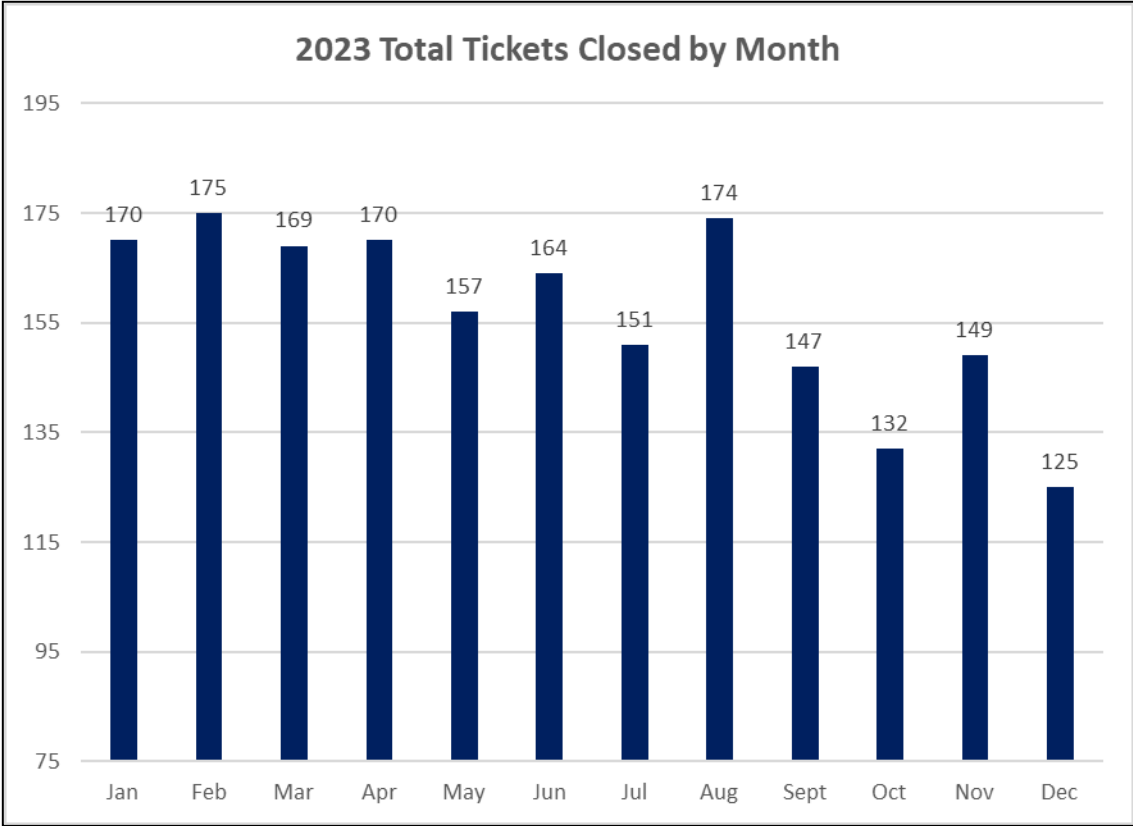
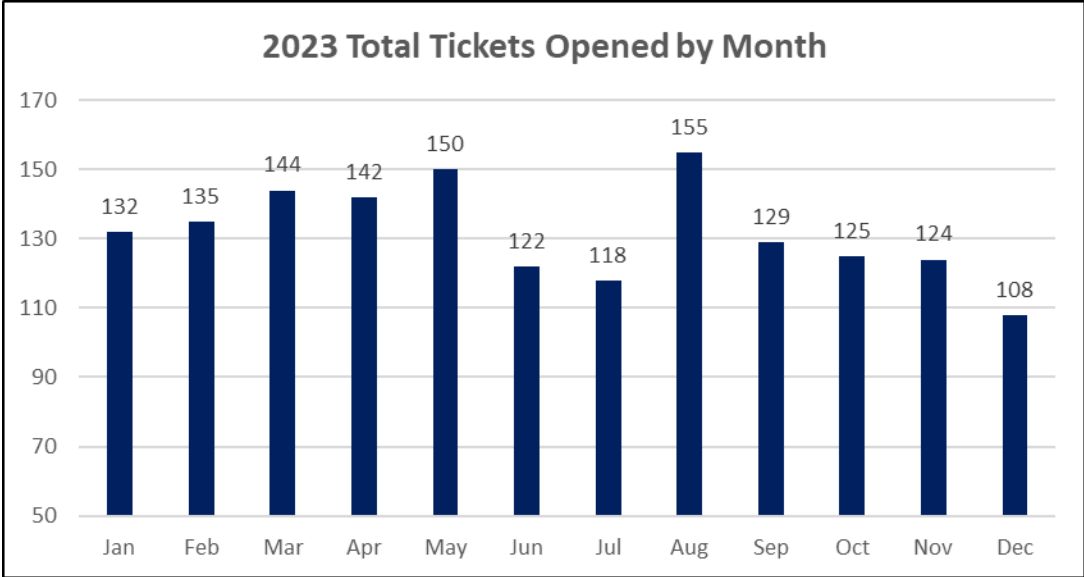
### INFORMATION TECHNOLOGY

- Cybersecurity Training
  - Ongoing: Next training scheduled for January 16, 2024
- ERP
  - Complete: Data conversion
  - Complete: Kick-off conference call August 10<sup>th</sup>
  - Complete: Tyler Technologies System Infrastructure Audit
  - Complete: Server creation and configuration
  - In Progress: Implementation Training
- Vulnerability Scans
  - Complete: 4th Quarter Scans
- RTA Fleet Maintenance Drivers Reports
  - In Progress: Working with Fleet Maintenance to configure and utilize automatic work orders from agency submitted Drivers Reports
  - Complete: Working with Fleet Maintenance to consolidate facilities for work orders and parts
- Forticlient VPN
  - Complete: Evaluating 2<sup>nd</sup> factor authentication to work with Forticlient VPN
  - Complete: Installing and configuring Forticlient VPN
  - Complete: Installing on Manager workstations
- New World Upgrade
  - Complete: KJS Departments and Agencies testing upgrade
  - Complete: Upgrade to test environment September 7<sup>th</sup>
  - Complete: Distributed minimum requirements to agencies
  - Complete: Tyler Technologies assignment of an Implementation team
  - Complete: Upgrade to production environment November 28<sup>th</sup>
- TRACS Interface
  - In Progress: Working with Tyler Technologies on interface control documentation
- Communications Workstation Redundant Ethernet
  - In Progress: Working with Communications staff to determine availability of cabling for dual ethernet connections on the client workstations
  - Planning: Connecting each workstation to redundant switches
- Driver's License Readers
  - In Progress: Working with Kenosha Police Department and Kenosha Sheriff's Department to install and configure driver's license readers in squad cars to interface with New World Public Safety Software.
- LexisNexis
  - Complete: Develop interface between Kenosha Joint Services and LexisNexis that will automatically upload TraCs accident reports from Kenosha Police Department and Kenosha Sheriff's Department on a daily basis.

**Kenosha Joint Services – Board Report**



**Kenosha Joint Services – Board Report**

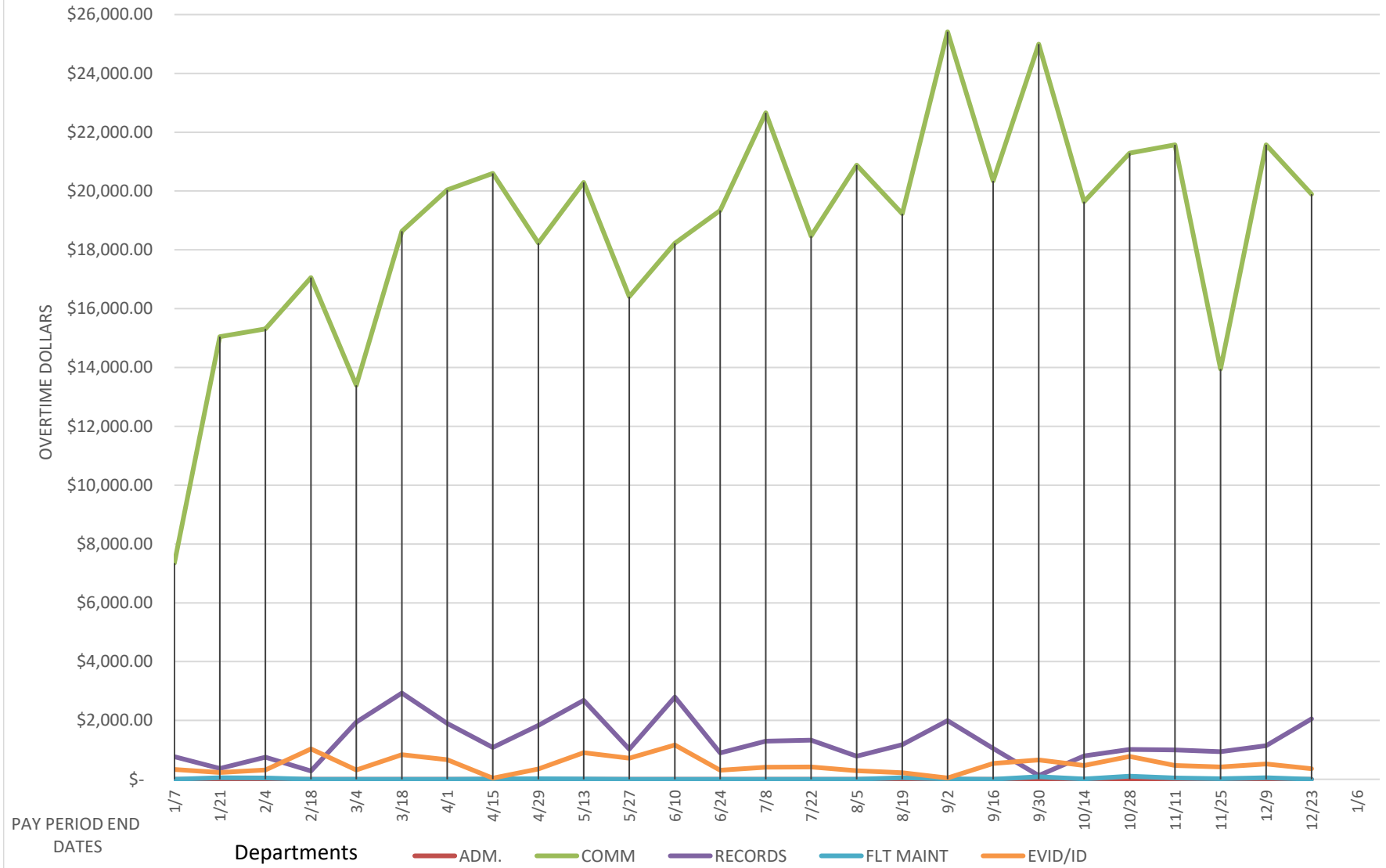


**KENOSHA JOINT SERVICES  
KENOSHA, WISCONSIN  
2023 - OVERTIME REPORT**

	<b>HOURS PAYROLL</b>	<b>EARNINGS PAYROLL</b>	<b>HOURS PAYROLL</b>	<b>EARNINGS PAYROLL</b>	<b>HOURS PAYROLL</b>	<b>EARNINGS PAYROLL</b>
	11/26-12/09/23	11/26-12/09/23	12/10-12/23/23	12/10-12/23/23		
<b>Administration</b>	0.00	\$ -	0.00	\$ -		
<b>Communications</b>	490.80	\$ 21,568.86	454.60	\$ 19,894.30		
<b>Records</b>	32.10	\$ 1,144.60	54.70	\$ 2,052.56		
<b>Fleet Maintenance</b>	1.30	\$ 52.05	0.00	\$ -		
<b>Evidence/ID</b>	13.10	\$ 524.94	9.10	\$ 361.55		
	537.30	\$ 23,290.45	518.40	\$ 22,308.41	0.00	\$ -

	<b>Budgeted Funds for 2023</b>	<b>Total Salaries Expensed YTD</b>	<b>Total Hours YTD</b>	<b>Average Hours Per Pay Period</b>	<b>Avg Salaries Per Pay Period</b>	<b>Average Hourly Rate for OT</b>	<b>GL Account Balances</b>	<b>Annual Percent EXPENDED</b>
<b>Administration</b>	\$ -	\$ -	0.00	0.00	\$ -	\$ -	\$ -	0%
<b>Communications</b>	\$ 196,526.00	\$ 489,830.18	11288.80	434.18	\$ 18,839.62	\$ 43.39	\$ (293,304.18)	249%
<b>Records</b>	\$ 28,113.00	\$ 33,971.46	927.65	35.68	\$ 1,306.59	\$ 36.62	\$ (5,858.46)	121%
<b>Fleet Maintenance</b>	\$ 16,974.00	\$ 521.00	11.90	0.46	\$ 20.04	\$ 43.56	\$ 16,453.00	3%
<b>Evidence/ID</b>	\$ 19,323.00	\$ 12,840.48	331.70	12.76	\$ 493.86	\$ 38.70	\$ 6,482.52	66%
<b>Joint Services Total</b>	\$ 260,936.00	\$537,163.12	12560.05	96.62	\$4,132.02	\$32.46	(\$276,227.12)	

KJS  
2023 OVERTIME



KENOSHA JOINT SERVICES  
INCOME STATEMENT  
NOVEMBER 2023  
KENOSHA, WISCONSIN

**REVENUE**

	<b><u>2023 Projected Revenue</u></b>	<b><u>Actual Current Month</u></b>	<b><u>Actual Year-to-Date</u></b>	<b><u>Percent of Projected</u></b>
City Operating	\$4,429,985.00	\$369,165.41	\$4,060,819.59	91.67%
County Operating	\$5,085,903.00	\$423,825.25	\$4,662,077.75	91.67%
Bank Interest	\$100.00	\$315.40	\$3,039.38	3039.38%
Photograph Revenue	\$0.00	\$0.00	\$0.64	0.00%
KSD Livescan Maint	\$3,668.00	\$0.00	\$2,660.00	72.52%
CD/DVD Revenue	\$3,000.00	\$57.24	\$2,301.31	76.71%
Report Copies	\$4,000.00	\$70.40	\$1,513.38	37.83%
False Alarms	\$39,000.00	\$5,000.00	\$26,100.00	66.92%
Other	<u>\$5,001.00</u>	<u>\$15.00</u>	<u>\$8,032.00</u>	<u>160.61%</u>
	\$9,570,657.00	\$798,448.70	\$8,766,544.05	91.60%

Fund Balance \$661,369.00  
FM - Fuel & Parts \$787,350.00

**2023 ORIGINAL BGT \$11,019,376.00**

**2022 CARRYOVER & ENCUMBRANCE**

None \$0.00

**2023 WORKING BGT \$11,019,376.00**

**EXPENDITURES (All Departments)**

	<b><u>Budgeted Amt</u></b>	<b><u>Current Month</u></b>	<b><u>Y-T-D EXP</u></b>	<b><u>Encumbrances</u></b>	<b><u>Balance</u></b>
Personnel Services	\$7,791,498.00	\$562,932.23	\$6,482,766.59	\$0.00	\$1,308,731.41
Contractual Serv	\$2,205,098.00	\$157,341.67	\$1,899,300.66	\$4,121.63	\$301,675.71
Supplies & Mat	\$954,020.00	\$66,661.72	\$764,545.99	\$918.38	\$188,555.63
Capital Outlay	<u>\$68,760.00</u>	<u>\$2,335.00</u>	<u>\$60,708.40</u>	<u>\$808.68</u>	<u>\$7,242.92</u>
	\$11,019,376.00	\$789,270.62	\$9,207,321.64	\$5,848.69	\$1,806,205.67
<b>TOTAL EXPENDITURES</b>	<b><u>\$11,019,376.00</u></b>				

**Percent of budget expended: 83.61%**

KENOSHA JOINT SERVICES  
INCOME STATEMENT  
NOVEMBER 2023  
KENOSHA, WISCONSIN

**Fleet Maintenance Inventories**

**REVENUE**

	<u>Budgeted Amt</u>	<u>Current Month</u>	<u>Year-to-Date</u>	<u>Balance</u>	<u>Percent of Projected</u>
City Parts/Labor	\$66,800.00	\$3,873.97	\$72,472.71	(\$5,672.71)	108.49%
County Parts/Labor	\$86,800.00	\$7,897.37	\$94,557.96	(\$7,757.96)	108.94%
City Fuel	\$341,250.00	\$21,846.62	\$288,486.35	\$52,763.65	84.54%
County Fuel	\$292,500.00	\$13,944.90	\$188,687.22	\$103,812.78	64.51%
Other	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
<b>TOTAL REVENUES</b>	\$787,350.00	\$47,562.86	\$644,204.24	\$143,145.76	81.82%

**EXPENDITURES**

	<u>Budgeted Amt</u>	<u>Current Month</u>	<u>Year-to-Date</u>	<u>Balance</u>	<u>Percent of Projected</u>
Parts/Labor	\$153,600.00	\$23,107.97	\$156,428.01	(\$2,828.01)	101.84%
Fuel	<u>\$633,750.00</u>	<u>\$44,691.72</u>	<u>\$475,255.24</u>	<u>\$158,494.76</u>	<u>74.99%</u>
	\$787,350.00	\$67,799.69	\$631,683.25	\$155,666.75	80.23%



JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:16:48

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

PAGE 1

START DATE FOR SUMMARY: 11/01 END DATE FOR SUMMARY: 11/30

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
46982	11/02	AL WARREN OIL CO INC	150-00-12531-000-000	UNLEADED FUEL	21,610.59
46983	11/02	AURORA MEDICAL GROUP	150-01-50004-221-000	PSY-MR,TH	195.00
46984	11/02	BLUE WATER BENEFITS	150-01-50004-216-000	Q3 IRC REPORTING	150.00
46985	11/02	CDW-G	150-01-50002-301-000	2 HP TONERS	529.81
			150-01-50001-301-000	4EA HP TONERS	484.53
			150-01-50007-301-000	CD-R/DVD-R'S	219.51
				..... CHECK TOTAL	1,233.85
46986	11/02	COMSYS INC	150-01-50008-201-000	SEPT'23	38,625.00
46987	11/02	CULLIGAN WATER TREATMENT	150-01-50001-301-000	395101	11.00
46988	11/02	EBSO, INC. (DBA:GGG)	150-00-21787-000-000	PR 11/03/23	255.70
46989	11/02	ECKHART	150-01-50007-212-000	COOLER/FREEZER	475.00
46990	11/02	INTRADO LIFE AND SAFETY	150-00-16001-000-000	TEXT TO 911	11,875.00
			150-01-50002-212-000	TEXT TO 911	3,125.00
				..... CHECK TOTAL	15,000.00
46991	11/02	KENOSHA SHERIFF'S DEPT	150-01-50004-225-000	BCKGRND CHECKS	380.00
46992	11/02	LIONS AUTO GLASS	150-00-12530-000-000	WINDSHIELD #3390 KPD	295.00
46993	11/02	MENARDS INC	150-00-12530-000-000	ACRYLIC SHEET-COMM	227.97
			150-01-50006-305-000	MISC SHOP SUPPLIES	97.51
			150-00-12530-000-000	MDF BOARD 1/2X4X4	49.98
				..... CHECK TOTAL	375.46
46994	11/02	METROPOLITAN LIFE INSURANCE	150-00-21795-000-000	PR 11/03/23	327.09
46995	11/02	MICROSYSTEMS INC	150-01-50001-209-000	FA FILES	185.35
46996	11/02	POLICE & FIRE CREDIT UNION	150-00-21784-000-000	PR 11/03/23	5,964.00
46997	11/02	POMPS TIRE SERVICE	150-00-12530-000-000	MISC TIRE PURCHASES	4,189.26
			150-00-12530-000-000	MISC TIRE PURCHASES	1,752.00
			150-00-12530-000-000	MISC TIRE PURCHASES	578.48
			150-00-12530-000-000	MISC TIRE PURCHASES	555.80
			150-00-12530-000-000	MISC TIRE PURCHASES	401.20
			150-00-12530-000-000	MISC TIRE PURCHASES	400.04
			150-00-12530-000-000	MISC TIRE PURCHASES	62.50
			150-00-12530-000-000	MISC TIRE PURCHASES	37.50
			150-00-12530-000-000	MISC TIRE PURCHASES	27.50
				..... CHECK TOTAL	8,004.28

JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:16:48

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

PAGE 2

START DATE FOR SUMMARY: 11/01 END DATE FOR SUMMARY: 11/30

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
46998	11/02	PRIORITY DISPATCH CONSULTANT	150-01-50002-211-000	ETC COURSE MANUALS F	130.00
			150-01-50002-211-000	ETC COURSE MANUALS F	10.00
				..... CHECK TOTAL	140.00
46999	11/02	PROPIO LS LLC	150-01-50002-212-000	SEPT'23	280.06
47000	11/02	SIGNARAMA KENOSHA WI	150-00-12530-000-000	SHERIFF GRAPHICS	300.00
			150-00-12530-000-000	SHERIFF GRAPHICS	258.00
				..... CHECK TOTAL	558.00
47001	11/02	STAPLES BUSINESS ADVANTAGE	150-01-50003-301-000	03 THRU 10/31	1,630.74
			150-01-50002-301-000	02 THUR 10/31	344.82
			150-01-50001-301-000	01 THRU 10/31	166.83
				..... CHECK TOTAL	2,142.39
47002	11/02	TALKPOINT TECHNOLOGIES INC	150-01-50002-301-000	H31 HEADSETS	389.75
			150-01-50002-301-000	S&H	12.95
				..... CHECK TOTAL	402.70
47003	11/02	TRI TECH FORENSICS INC	150-01-50007-301-000	EVIDENCE TAPE	414.00
			150-01-50007-301-000	EVIDENCE TUBES	343.92
			150-01-50007-301-000	RIFLE BOXES	179.98
			150-01-50007-301-000	EVIDENCE STRIPS	179.88
			150-01-50007-301-000	BLUE EVIDENCE STRIPS	149.90
			150-01-50007-301-000	SHIPPING/FREIGHT	103.40
			150-01-50007-301-000	SWAB BOX	102.50
			150-01-50007-301-000	REVERSE REF SCALE	75.00
			150-01-50007-301-000	STERILE WATER	43.00
			150-01-50007-301-000	POCKET MAGNIFIER	25.50
			150-01-50007-301-000	L-SHAPED PHOTO SCALE	23.94
				..... CHECK TOTAL	1,641.02
47004	11/02	WI DEPT OF JUSTICE - TIME	150-01-50004-322-000	KSD TIME SYSTEM	3,316.50
47005	11/02	WI DEPT OF JUSTICE - TIME	150-01-50004-322-000	KJS TIME SYSTEM	3,900.00
47006	11/02	WI DEPT OF JUSTICE - TIME	150-01-50004-322-000	KPD TIME SYSTEM	2,628.00
47007	11/02	WISCONSIN FUEL & HTNG INC	150-00-12530-000-000	USL FULL SYNTHETIC	2,475.00

JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:16:48

KENOSHA JOINT SERVICES

DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 11/01 END DATE FOR SUMMARY: 11/30

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47008	11/15	AT&T MOBILITY	150-01-50003-212-000	ATT SPRVSRS	28.64
			150-01-50007-212-000	ATT SPRVSR	19.55
				..... CHECK TOTAL	48.19
47009	11/15	AUCA CHICAGO MC LOCKBOX	150-01-50006-320-000	THRU 10/31	580.44
			150-00-12530-000-000	THRU 10/31	218.16
				..... CHECK TOTAL	798.60
47010	11/15	BUELOW VETTER BUIKEMA OLSON	150-01-50004-201-000	OCT'23	408.00
47011	11/15	BUMPER TO BUMPER AUTO PARTS	150-00-12530-000-000	THRU 10/31	2,286.93
			150-01-50006-305-000	2%DISC TAKEN	45.74CR
				..... CHECK TOTAL	2,241.19
47012	11/15	CARQUEST AUTO PARTS	150-00-12530-000-000	THRU 10/31	2,150.94
			150-01-50006-305-000	THRU 10/31	99.74
			150-01-50006-305-000	2% DISC TAKEN	45.02CR
				..... CHECK TOTAL	2,205.66
47013	11/15	CHESTER ELECTRONIC SUPPLY	150-00-12530-000-000	MISC PARTTS	110.00
47014	11/15	DW DAVIES & CO., INC.	150-00-12530-000-000	WASHER SOLVENT	655.95
47015	11/15	EBSO, INC. (DBA:GGG)	150-00-21787-000-000	PR 11/17/23	259.17
47016	11/15	IAED	150-01-50002-211-000	OCTOBER EMD RECERTIF	440.00
			150-01-50002-211-000	OCTOBER EMD RECERTIF	55.00
				..... CHECK TOTAL	495.00
47017	11/15	JOYCE MORGAN	150-01-50002-203-000	EMD CLASS MEALS-JM	49.98
47018	11/15	JULIE BACH	150-01-50001-203-000	NEOGOV REIM-JB	745.44
47019	11/15	KENOSHA COUNTY	150-01-50005-210-000	LEASE OF SPACE	70,672.50
47020	11/15	METROPOLITAN LIFE INSURANCE	150-00-21795-000-000	PR 11/17/23	323.68
47021	11/15	PALMEN MOTORS, DODGE CHRY	150-00-12530-000-000	THRU 10/31	144.03
47022	11/15	PAUL HASELHUHN	150-01-50006-303-000	TOOL REIM-PH	250.00

JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:16:48

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 11/01 END DATE FOR SUMMARY: 11/30

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47023	11/15	POLICE & FIRE CREDIT UNION	150-00-21784-000-000	PR 11/17/23	5,964.00
47024	11/15	PORCARO FORD	150-00-12530-000-000	THRU 10/31	3,099.03
47025	11/15	PROPIO LS LLC	150-01-50002-212-000	REMAINDER OF OCT'23	85.04
47026	11/15	SCOTT BASKEN	150-01-50006-303-000	TOOL REIM-SB	25.00
47027	11/15	SECURIAN FINANCIAL GROUP INC	150-00-21786-000-000	DEC'23	793.57
			150-01-50002-124-000	DEC'23	357.67
			150-01-50003-124-000	DEC'23	183.84
			150-01-50006-124-000	DEC'23	106.43
			150-01-50001-124-000	DEC'23	67.75
			150-01-50007-124-000	DEC'23	29.95
				..... CHECK TOTAL	1,539.21
47028	11/15	SIGNARAMA KENOSHA WI	150-00-12530-000-000	K9 GRAPHICS	125.00
47029	11/15	TRI TECH FORENSICS INC	150-01-50007-301-000	YELLOW EVIDENCE TAPE	94.00
			150-01-50007-301-000	STERILE TWEEZERS	79.99
			150-01-50007-301-000	HAND GUN BOXES	79.20
			150-01-50007-301-000	LEG COVERS 30 PAIR	68.97
			150-01-50007-301-000	BIOHAZARD LABELS	56.00
			150-01-50007-301-000	BIOHAZARD LABELS	56.00
			150-01-50007-301-000	COTTON TIP SWAB	39.60
			150-01-50007-301-000	FREIGHT	38.80
			150-01-50007-301-000	SHIPPING	35.70
			150-01-50007-301-000	BIOHAZARD LABELS	34.50
			150-01-50007-301-000	FENTANYL GLOVES XL	27.00
			150-01-50007-301-000	FENTANYL GLOVES L	27.00
			150-01-50007-301-000	FENTANYL GLOVES XXL	13.50
			150-01-50007-301-000	FENTANYL GLOVES M	13.50
				..... CHECK TOTAL	663.76
47030	11/15	WCA GROUP HEALTH TRUST	150-01-50002-122-000	DEC'23	59,643.16
			150-01-50003-122-000	DEC'23	29,086.22
			150-01-50006-122-000	DEC'23	13,072.45
			150-01-50007-122-000	DEC'23	12,909.05
			150-01-50001-122-000	DEC'23	12,010.32
				..... CHECK TOTAL	126,721.20

JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:16:48

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 11/01 END DATE FOR SUMMARY: 11/30

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47031	11/15	WISCONSIN FUEL & HTNG INC	150-00-12531-000-000	MCYCLE/SWAT	287.88
47032	11/16	COMSYS INC	150-01-50008-201-000	OCT'23	38,625.00
47033	11/16	SHANE ZDRAVKOVIC	150-01-50006-303-000	BOOT REIM-SZ	125.00
47034	11/29	AL WARREN OIL CO INC	150-00-12531-000-000	UNLEADED FUEL	22,793.25
47035	11/29	AURORA MEDICAL GROUP	150-01-50004-221-000	PHYS-AH/CS	222.00
47036	11/29	CONNEY SAFETY	150-01-50007-301-000	NITRILE GLOVES XL	131.60
			150-01-50007-301-000	NITRILE GLOVES L	131.60
			150-01-50007-301-000	NITRILE GLOVES XXL	65.80
				..... CHECK TOTAL	329.00
47037	11/29	CULLIGAN WATER TREATMENT	150-01-50001-301-000	DEC'23	11.00
47038	11/29	DIVERSIFIED BENEFIT SERVICES	150-01-50004-122-000	NOV'23	139.25
47039	11/29	EBSO, INC. (DBA:GGG)	150-00-21787-000-000	PR 12/01/23	246.79
47040	11/29	IAED	150-01-50002-211-000	EMD RECERTIFICATION	275.00
47041	11/29	JOSHUA ACETO	150-01-50006-303-000	TOOL REIM-JA	250.00
47042	11/29	KENOSHA AREA CHAMBER OF	150-00-16001-000-000	KACC ANNUAL DUES	112.50
			150-01-50001-205-000	KACC ANNUAL DUES	37.50
				..... CHECK TOTAL	150.00
47043	11/29	LIONS AUTO GLASS	150-00-12530-000-000	WINDSHIELD KSD #1334	275.00
47044	11/29	METROPOLITAN LIFE INSURANCE	150-00-21795-000-000	PR 12/01/23	317.45
47045	11/29	POLICE & FIRE CREDIT UNION	150-00-21784-000-000	PR 12/01/23	6,353.00
47046	11/29	PRIORITY DISPATCH CONSULTANT	150-01-50002-211-000	MCDANNEL AND MORGAN	730.00
			150-01-50002-211-000	UBRIG EMD-Q CLASS	550.00
				..... CHECK TOTAL	1,280.00
47047	11/29	WISCONSIN FUEL & HTNG INC	150-00-12530-000-000	DEXOS FULL SYN5W30	2,432.70
GRAND TOTAL FOR PERIOD *****					402,312.94

JOB NAME: JVNNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:10:52

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 12/01 END DATE FOR SUMMARY: 12/31

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47048	12/07	ASCENSION MEDICAL GROUP	150-01-50004-201-000	4TH QTR EAP	555.00
47049	12/07	AUCA CHICAGO MC LOCKBOX	150-01-50006-320-000 150-00-12530-000-000	THRU 11/30 THRU 11/30 ..... CHECK TOTAL	883.78 272.70 1,156.48
47050	12/07	BG OF WISCONSIN	150-00-12530-000-000	AUTOMATIC TRANS KIT	393.96
47051	12/07	BUMPER TO BUMPER AUTO PARTS	150-00-12530-000-000 150-01-50006-305-000 150-01-50006-305-000	THRU 11/30 THRU 11/30 2%DISCNT TAKEN ..... CHECK TOTAL	2,559.56 46.19 52.12CR 2,553.63
47052	12/07	CDW-G	150-01-50002-520-000	HP PRINTER M507DN	808.68
47053	12/07	ENERGY SOLUTION PARTNERS LLC	150-00-12531-000-000	UNLEADED FUEL	21,195.44
47054	12/07	KENOSHA COUNTY	150-01-50005-210-000	LEASE OF SPC	70,672.50
47055	12/07	POMPS TIRE SERVICE	150-00-12530-000-000 150-00-12530-000-000 150-00-12530-000-000 150-00-12530-000-000 150-00-12530-000-000	MISC TIRE PURCHASES MISC TIRE PURCHASES MISC TIRE PURCHASES MISC TIRE PURCHASES MISC TIRE PURCHASES ..... CHECK TOTAL	3,195.60 980.88 958.68 402.40 37.50 5,575.06
47056	12/07	PROPIO LS LLC	150-01-50002-212-000	NOV'23	186.44
47057	12/07	SOUNDOFF SIGNAL	150-00-12530-000-000	HANDHELD CONTROLLER	205.93
47058	12/07	STAPLES BUSINESS ADVANTAGE	150-01-50003-301-000	03 THRU 11/30	527.03
47059	12/07	TIFFANY HARDY	150-01-50007-203-000	CONF REIM-TH	425.38
47060	12/07	TRI TECH FORENSICS INC	150-01-50007-301-000 150-01-50007-301-000 150-01-50007-301-000	COTTON SWABS BLUE EVIDENCE STRIPS S/H ..... CHECK TOTAL	39.60 29.98 11.90 81.48

JOB NAME: JVNNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:10:52

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 12/01 END DATE FOR SUMMARY: 12/31

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47061	12/07	TYLER TECHNOLOGIES	150-01-50009-530-000	UWP-NW LICENSE	1,250.00
			150-01-50008-206-000	NW MAINT FEES-UWP	65.75
				..... CHECK TOTAL	1,315.75
47062	12/07	ALADTEC INC	150-00-16001-000-000	04-216 '24 ALADTEC	7,157.00
47063	12/07	BLACK DIAMOND SOLUTIONS INC	150-00-16001-000-000	ZIMBRA COLLABORATION	1,190.70
47064	12/07	IDENTITY AUTOMATION LP	150-00-16001-000-000	MULTI-FACTOR AUTHENT	2,940.00
			150-00-16001-000-000	ADVANCED SUPPORT ANN	1,000.00
				..... CHECK TOTAL	3,940.00
47065	12/07	INGLENET BUSINESS SOLUTIONS	150-00-16001-000-000	TIPIX LICENSES JAN 2	2,592.00
47066	12/07	KNOWBE4 INC	150-00-16001-000-000	KNOWBE4 SECURITY AWA	2,664.00
47067	12/07	NENA	150-00-16001-000-000	02-205 M.BLODGETT	147.00
			150-00-16001-000-000	02-205 N.BERANIS	147.00
				..... CHECK TOTAL	294.00
47068	12/07	POWERDMS INC	150-00-16001-000-000	'24 POWERDMS	5,930.78
47069	12/13	COOLBREEZE TECHNOLOGIES LLC	150-00-16001-000-000	07-212 '24CYBERAUDIT	1,065.90
47070	12/13	AT&T MOBILITY	150-01-50003-212-000	ATT SPVSR	28.50
			150-01-50007-212-000	ATT SPVSR	18.92
				..... CHECK TOTAL	47.42
47071	12/13	COMSYS INC	150-01-50008-201-000	NOV'23	38,625.00
47072	12/13	EBSO, INC. (DBA:GGG)	150-00-21787-000-000	PR 12/15/23	287.53
47073	12/13	METROPOLITAN LIFE INSURANCE	150-00-21795-000-000	PR 12/15/23	320.27
47074	12/13	PALMEN GMC, BUICK	150-00-12530-000-000	THRU 11/30/23	319.89
47075	12/13	PAUL HASELHUHN	150-01-50006-303-000	BOOT REIM-PH	125.00
47076	12/13	POLICE & FIRE CREDIT UNION	150-00-21784-000-000	PR 12/15/23	6,353.00

JOB NAME: JVNNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:10:52

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 12/01 END DATE FOR SUMMARY: 12/31

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47077	12/13	PORCARO FORD	150-00-12530-000-000	THRU 11/30/23	4,192.74
47078	12/13	RPACKAGING LLC	150-01-50007-301-000	LARGE BOXES	41.80
47079	12/20	CDW-G	150-00-16001-000-000	PROOFPOINT ESSENTIAL	3,250.00
47080	12/20	COMMUNITY INSURANCE CORP	150-00-16001-000-000	04-220 GEN LIAB	72,714.00
			150-00-16001-000-000	04-220 CM AUTO PRM	550.00
				..... CHECK TOTAL	73,264.00
47081	12/20	SECURA INSURANCE	150-00-16001-000-000	04-222 WKRS COMP	19,720.00
			150-00-16001-000-000	04-220 CM PRCTN PLN	5,514.00
				..... CHECK TOTAL	25,234.00
47082	12/20	ZOHO CORPORATION	150-00-16001-000-000	MANAGEENGINE ENDPOIN	1,928.00
47083	12/20	AFLAC	150-00-21783-000-000	A.HARVEY DEC PREMIUM	124.47
47084	12/20	BG OF WISCONSIN	150-00-12530-000-000	TRANS KIT	1,181.88
47085	12/20	CARQUEST AUTO PARTS	150-00-12530-000-000	THRU 11/30	1,660.10
			150-01-50006-305-000	2%DISC TAKEN	33.20CR
				..... CHECK TOTAL	1,626.90
47086	12/20	CDW-G	150-01-50008-301-000	6EA 24IN MONITORS	1,202.16
			150-01-50008-301-000	4EA 27" MONITORS	987.00
			150-01-50008-301-000	1EA BROTHER SCANNER	270.89
				..... CHECK TOTAL	2,460.05
47087	12/20	CONNEY SAFETY	150-01-50007-301-000	NITRILE GLOVES M	263.20
			150-01-50007-301-000	NITRILE GLOVES XL	263.20
			150-01-50007-301-000	NITRILE GLOVES L	263.20
			150-01-50007-301-000	NITRILE GLOVES S	233.04
			150-01-50007-301-000	NITRILE GLOVES 2X	131.60
			150-01-50007-301-000	NITRILE GLOVES S	131.60
			150-01-50007-301-000	CR GLOVES	223.33CR
				..... CHECK TOTAL	1,062.51
47088	12/20	CROWN TROPHY	150-01-50001-301-000	WOOD PLAQUE-MA	66.50



JOB NAME: JVNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

TIME 10:10:52

PAGE 4

START DATE FOR SUMMARY: 12/01 END DATE FOR SUMMARY: 12/31

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47089	12/20	DIVERSIFIED BENEFIT SERVICES	150-01-50004-122-000	DEC'23	118.75
47090	12/20	IAED	150-01-50002-211-000	HENSLEY EMD-Q RECERT	110.00
47091	12/20	JENSEN TOWING	150-01-50007-202-000	06 FORD F350	75.00
47092	12/20	KENOSHA COUNTY DHS	150-01-50004-208-000	OCT'23	298.01
			150-01-50004-208-000	SEPT '23	280.74
			150-01-50004-208-000	JULY'23	258.24
				..... CHECK TOTAL	836.99
47093	12/20	PETTY CASH	150-01-50001-301-000	PC 12/20/23	27.43
47094	12/20	PRIORITY DISPATCH CONSULTANT	150-01-50002-211-000	EMD CLASS FOR REBMAN	850.00
47095	12/20	PRIORITY DISPATCH CONSULTANT	150-00-16001-000-000	02-206 '24 MAINT	15,400.00
			150-00-16001-000-000	02-211 YRLY TRNG VOU	5,200.00
				..... CHECK TOTAL	20,600.00
47096	12/20	RPACKAGING LLC	150-01-50007-301-000	24X15X10 BOXES	209.00
			150-01-50007-301-000	SHIPPING	15.00
				..... CHECK TOTAL	224.00
47097	12/20	SECURIAN FINANCIAL GROUP INC	150-00-21786-000-000	JAN '23	838.84
			150-00-16001-000-000	02-124 JAN'23	328.53
			150-00-16001-000-000	03-124 JAN'23	143.27
			150-00-16001-000-000	06-124 JAN'23	106.43
			150-00-16001-000-000	01-124 JAN'23	67.75
			150-00-16001-000-000	07-124 JAN'23	38.35
				..... CHECK TOTAL	1,523.17
47098	12/20	TRI TECH FORENSICS INC	150-01-50007-301-000	SWAB BOXES	212.50
			150-01-50007-301-000	SWAB BOXES PRINTED	139.90
			150-01-50007-301-000	HAND GUN BOXES	118.80
			150-01-50007-301-000	SHIPPING	110.80
			150-01-50007-301-000	COTTON SWABS	99.00
			150-01-50007-301-000	RIFLE BOXES	94.99
			150-01-50007-301-000	STERILE WATER	89.60
			150-01-50007-301-000	RIFLE BAGS	87.75
			150-01-50007-301-000	FENTANYL GLOVES XL	69.95
			150-01-50007-301-000	FENTANYL GLOVES L	69.95
			150-01-50007-301-000	FENTANYL GLOVES XXL	41.97
			150-01-50007-301-000	FENTANYL GLOVES	41.97
			150-01-50007-301-000	SHIPPING	39.90
			150-01-50007-301-000	SHIPPING	16.40
				..... CHECK TOTAL	1,233.48

JOB NAME: JVNNSUMM  
 PROGRAM ID. FVN078  
 RUN DATE 1/02/24

TIME 10:10:52

KENOSHA JOINT SERVICES  
 DISBURSEMENT JOURNAL

START DATE FOR SUMMARY: 12/01 END DATE FOR SUMMARY: 12/31

CHECK #	CHECK DATE	VENDOR NAME	ACCOUNT	DESCRIPTION	AMOUNT
47099	12/20	ULINE	150-01-50007-301-000	MISC EVID/ID SUPPLY	851.40
47100	12/27	CDW-G	150-01-50008-301-000	DELL P2772H MONITORS	1,781.04
			150-01-50002-301-000	DELL P2722H MONITORS	1,781.04
			150-01-50008-301-000	DELL SOUNDBARS	356.16
			150-01-50008-301-000	2EA DELL SOUNDBARS	120.45
			150-01-50002-301-000	USB EXTENSION	64.46
				..... CHECK TOTAL	4,103.15
47101	12/27	COMSYS INC	150-01-50008-201-000	DEC '23	38,625.00
47102	12/27	CULLIGAN WATER TREATMENT	150-01-50001-301-000	DEC'23	47.95
47103	12/27	EBSO, INC. (DBA:GGG)	150-00-21787-000-000	PR 12/29/23	243.87
47104	12/27	ENERGY SOLUTION PARTNERS LLC	150-00-12531-000-000	UNLEADED FUEL	19,357.98
47105	12/27	ESRI INC.	150-00-16001-000-000	08-206ARCGIS DESKTOP	1,650.00
47106	12/27	METROPOLITAN LIFE INSURANCE	150-00-21795-000-000	PR 12/29/23	314.11
47107	12/27	POLICE & FIRE CREDIT UNION	150-00-21784-000-000	PR 12/29/23	5,964.00
47108	12/27	SIGNARAMA KENOSHA WI	150-00-12530-000-000	KSD GRAPHIC HALF SET	495.00
47109	12/27	TRI TECH FORENSICS INC	150-01-50007-301-000	RED EVIDENCE STRIPS	224.85
			150-01-50007-301-000	BLUE EVIDENCE STRIPS	159.00
			150-01-50007-301-000	SYRINGE TUBES	54.00
				..... CHECK TOTAL	437.85
47110	12/27	ULINE	150-01-50007-301-000	MISC EVID/ID SUPPLY	320.34
GRAND TOTAL FOR PERIOD *****					389,007.57

# Project Status Report

## Project Information

<b>Project Name:</b>	911 System Refresh and ESInet transition
<b>Date:</b>	January 4, 2024
<b>Project Ownership:</b>	Kenosha Joint Services Communications Department
<b>Prepared by:</b>	Michael Blodgett, Asst. Communications Manager

## Report on Recent Project Activities

- ✓ Equipment order has been placed with Baycom.
- ✓ ESInet project kickoff call held with Intrado PM. Initial activities and responsibilities set.
- ✓ Assist Kenosha County Land Information department with selection process for vendor work on GIS data cleanup for NG9-1-1 use.

## Financial Status

Category	Spent to Date	Allocated	Notes
<b>Total</b>	<b>\$0</b>	<b>\$628,074</b>	<b>Total Includes Grant (\$450,000)</b>

## Risk \ Issue Review

- *Because this project is currently in planning stages, there are no risks or issues which require project attention at this time. Milestones / Deliverables*

Milestones	Deliverables	Due Date	Completed Date	Reason for Slippage	Actions and Resolutions
<b>Stage 1</b> Initiate and Plan	<ul style="list-style-type: none"> <li>• Place Hardware Order</li> <li>• Develop Project Plan</li> <li>• Kickoff calls with Vendors</li> <li>• Create Initial Project Schedule</li> </ul>	04 /31 /24	-- / -- / --		

## Planned Activities for Next Time Period

Activity	Deliverables	Comments
Stage 1	Continue work on project schedule	
Stage 1	Begin data gathering process for ESInet deployment	

# Project Status Report

## Project Information

<b>Project Name:</b>	Enterprise Resource Planning System
<b>Date:</b>	January 18, 2024
<b>Project Ownership:</b>	Kenosha Joint Services Administration
<b>Prepared by:</b>	Joshua Nielsen, Director

## Report on Recent Project Activities

- ✓ Completed and approved project schedule
  - Schedule was split to complete Core Financial system implementation followed by Personnel Management, Fixed Assets, and Project Accounting
- ✓ Completed system infrastructure review
- ✓ Completed Chart of Account (COA) orientation
- ✓ Completed installation of licensed software on servers and devices
- ✓ Completed Initial data conversion extract
- ✓ Completed Current and Future State Analysis (CFSA) for core financial processes in preparation of configuration
- ✓ Began configuration training

## Financial Status

Category	Spent to Date	Allocated	Notes
Software License	\$27,573	\$81,603	Includes SQL Database
Implementation Services	\$1,089	\$77,019	
GFOA Consulting	\$23,375	\$49,000	
<b>Total</b>	<b>\$50,947</b>	<b>\$207,622</b>	<b>Total CIP Amount \$368,000</b>

## Risk \ Issue Review

- *There are currently no risks or issues which require project attention at this time.*

**Milestones / Deliverables**

Milestones	Deliverables	Due Date	Completed Date	Reason for Slippage	Actions and Resolutions
<b>Stage 1</b> Initiate and Plan	<ul style="list-style-type: none"> <li>Project Operation Plan</li> <li>Project Management Plan</li> <li>Initial Project Schedule</li> </ul>	12 / 08 / 23	12 / 08 / 23		
<b>Stage 2</b> Assess and Define	<ul style="list-style-type: none"> <li>CFSA</li> <li>Modification Specification Document</li> <li>Solution Orientation</li> <li>Data Conversion Plan</li> </ul>	06 / 07 / 24	-- / -- / --		
<b>Stage 3</b> Prepare Solution	<ul style="list-style-type: none"> <li>Software is Installed</li> <li>Installation Checklist</li> <li>Conversion Iterations and Review</li> </ul>	09 / 27 / 24	-- / -- / --		
<b>Stage 4</b> Production Readiness	<ul style="list-style-type: none"> <li>Solution Validation Report</li> <li>Update Go-Live Action Plan</li> <li>End User Training</li> </ul>	10 / 04 / 24	-- / -- / --		
<b>Stage 5</b> Production	<ul style="list-style-type: none"> <li>Converted Data available in production environment</li> <li>Updated Issues Log</li> <li>Client Services Support Document</li> </ul>	10 / 18 / 24	-- / -- / --		
<b>Stage 6</b> Close	<ul style="list-style-type: none"> <li>Post Project Report</li> </ul>	10 / 18 / 24	-- / -- / --		

**Planned Activities for Next Time Period**

Activity	Deliverables	Comments
Stage 3	Chart of Accounts Design and Mapping	
Stage 3	System Configuration Training	
Stage 3	Validate Chart of Accounts and General Ledger Reports	