



MARATHON COUNTY PUBLIC SAFETY COMMITTEE MINUTES

Wednesday, August 5, 2020, at 2:00 p.m.
Courthouse Assembly Room – B-105, 500 Forest St, Wausau

Attendance:

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Matt Bootz, Chair	X	
Brent Jacobson, Vice-Chair	W	
Kelley Gabor	W	
Bruce Lamont	W	
Jean Maszk	W	
Allen Opall	W	
Arnie Schlei	W	

Others Present: Lance Leonhard, Sean McCarthy, Mary Palmer

Via Web: Kelly Schremp, Jessica Blahnik, Gerry Klein, Craig McEwen, Shirley Lang

1. Call Meeting to Order

The meeting was called to order by Chair Matt Bootz at 2:00 p.m.

2. Public Comment (15 minute limit) – None

3. Approval of the Minutes of the Public Safety Meeting on July 1, 2020

MOTION BY LAMONT; SECOND BY SCHLEI TO APPROVE THE MINUTES OF THE JULY 1 2020 COMMITTEE MEETING. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination to the County Board for its Consideration - None

5. Operational Functions Required by Statute, Ordinance or Resolution - None

6. Educational Presentations/Outcome Monitoring Reports

A. Update on the Regional Morgue (Forensic Science Center) Business Plan

Discussion:

Leonhard gave a brief overview on the draft Business Plan for the Forensic Science Center. If you have any issues with the plan in its current form, let Lance know. It's important to partner with the medical systems before we move forward. They offer the expertise in attracting, recruiting and retaining physicians. It's a more attractive offer if we are affiliated with a medical system. It would allow the pathologist to connect with the physicians in the medical system and a hospital. The meetings with Marshfield and Portage County were very encouraging. Aspirus is also interested in partnering with this. Relationships with the medical system have strengthened through the pandemic.

When developing the business plan they accessed plans from other Counties and capitalized on their experiences.

The only thing missing from business plan is the financial model (page 15). That number will be changing and updated.

Follow through:

No follow through requested.

B. Marcy's Law – Impact it has on District Attorney's Office and Court Operations

Discussion:

This item will be brought back in September.

Follow through:

Bring back next month.

C. Marathon County Sheriff's Office Seeking Information Relative to Implementation Of Body Cameras as Part of 2021 Annual Budget

Discussion:

Captain Sean McCarthy this is a discussion the Sheriff's Department had pre-pandemic – video systems for squads and body cams. Our current system is over 15 years old – squad video cameras have a very narrow range and when outside the vehicle range there is only audio. A Request for Information (RFI) was done in early 2020 and have four viable vendors. After reviewing the RFI's they have a good idea of what equipment they want. The next step is to put out a Request for Proposal (RFP). The request will be included in the 2021 budget and forward. They will be purchasing software and storage and basically renting the equipment and that would get updated periodically. The Wausau Police Department has worn body cameras for a couple of years already.

Follow through:

No follow through requested.

D. FY2020 Edward Byrne Memorial Justice Assistance Grant (JAG)

Discussion:

Captain Sean McCarthy gave an update on the FY 2020 Edward Byrne Memorial Justice Assistance Grant. They will receive \$10,576 which is shared with the Wausau Police Department. This year they will purchase GreyKey software and a program device for accessing iPhones that are password protected. The software costs approximately \$18,000. They have funding for the difference.

Follow through:

No follow through requested.

7. Next Meeting Time, Location, Announcements and Agenda Items

- A. Next meeting: September 2, 2020 at 2:00 p.m.
Update on the Strategic Plan (Craig McEwen)
Update Criminal justice study
Update on the Jail and Covid (Ask Chad to attend)

B. Announcements: None

8. Adjournment

**MOTION BY OPALL; SECOND BY MASZK TO ADJOURN THE MEETING. MOTION CARRIED.
(2:27 pm)**

Respectfully submitted by,
Mary Palmer

APPENDIX B
NEW OR EXPANDED POSITION REQUEST

I. GENERAL INFORMATION

Department: Emergency Management

Date: April 24, 2020

Position Requested: Emergency Management Technician
(If unsure of classification, indicate "To be determined")

FT PT FTE _____%
Number of Positions: 1

Division Position Will Be Assigned To: Emergency Management Director
(Indicate NA if not applicable)

Projected Start Date of Position: January 1, 2021

Priority Number of This Position: 1

If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION

- A. Is this position request compatible with the County's mission statement?
It is. The primary role of government is to provide for the welfare of its citizens. The welfare and safety of citizens is never more threatened than during disasters. The goal of emergency management is to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety is preserved. This position will increase the proficiency of the emergency management department.
- B. What is your department's mission statement and how does position support this mission and/or department strategic plan?
Marathon County Emergency Management strives to provide county, city, village, and town leadership the knowledge and assistance they need to prepare, mitigate, respond and recover from natural and man-made disasters.
- C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.
This position would replace the administrative assistant position in the emergency management department and expand the capabilities and responsibilities of it to include filling in for the Emergency Management Director in their absence. The administrative assistant position is needed, however, the need for an additional trained emergency manager is a higher need due to increase demand on the Emergency Operations Center requirements, joint-use agreement with a municipality(s), resource management, and other additional reporting requirements.
- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?
Continuity of Operations. The Emergency Management Director does not have a replacement.
- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?
The administrative assistant position does not provide functional skills to perform technical rescue, emergency operations center management, exercise development, implementation, and evaluation.
- F. What will be the effect if the proposed position is not created?
Unfilled work assignments, liability exposure from equipment not being properly inspected and maintained, emergency response team members not meeting minimum statutory requirements, burn-out of staff, poor transition of staff due to retirements, lack of community preparedness, lack of damage assessment after disasters, and loss of continuity of operations.

- G. What criteria will you use to monitor the effectiveness and performance of the position? (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc?)
- o Improvement of Emergency Response Team oversight
 - o Improvement of assistance to communities with their emergency operations plans
 - o Improvement of maintenance and inventory of equipment and supplies
 - o Improvement of off-site plan development and disbursement
 - o Improvement of outreaches and education to the public and local agencies
 - o Improvement in exercise development, implementation, and evaluation

III. SPECIFIC DUTIES OF NEW POSITION

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty. See attached position description and time allocation
- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

This is a position requiring specific, technical training and cannot be filled by other departments.

- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

About two-thirds of this work is currently performed by the administrative assistant. The rest is completed by the Emergency Management Director. This position will provide improvement in quality and quantity of service as well as provide relief to the Emergency Management Director.

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
	42,813	44,036	45,259	46,483	47,706	48,929	50,152	51,375	52,599	53,822	55,045

- B. Explain specifically how position will be funded.

Amount of County tax levy: _____ % of total costs: 50%

Amount of any outside funding: _____ % of total costs: 50%

Source of outside funding: EPCRA Grant

Length of outside funding: Annual

Likelihood of funding renewal: Continuous

Would this outside funding be used to offset the levy if not used for this position? No, it is a matching grant

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how? No
- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how? No.
- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain.

This position will replace the current Administrative Assistant position.

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction? Public Safety

NOTE: An updated or new Position Description Questionnaire (PDO) may be necessary to complete the job evaluation process.

Philip B. Rentmeester

April 24, 2020

Department Head Signature

Date

Marathon County Position Description

Position Title: Emergency Management Technician

April 24, 2020

Department: Emergency Management

Reports to: Emergency Management Director

Purpose of Position

Reporting to the Emergency Management Director, the Emergency Management Technician assists with the development of emergency preparedness, planning, response, and recovery programs along with Emergency Operations Center operations and leading the technical rescue team. The technician position plays a key role with the Emergency Planning and Community Right-to-Know Act by leading all aspects of the program. The technician is expected to assist the Emergency Management Director with emergency management department functions, performs duties as assigned and fills in for the Director in their absence.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Assists in the development and implementation of the County's Emergency Operations Program including emergency plans.
- Assists local fire departments and other public safety agencies in the development of hazardous materials response plans.
- Assists in conducting and coordinating disaster exercises.
- Provides technical emergency planning and training assistance to public safety agencies and industry in conjunction with the Exercise and Training plan.
- Assists in revision of the County Emergency Response Plan.
- Assists in Emergency Management operations, responses and the Emergency Operations Center.
- Serves in behalf of the Emergency Management Director when unavailable in daily and emergency operations.
- Coordinates, advises and administers the activities required from the Emergency Planning and Community Right-to-Know Act to include the Local Emergency Planning Committee (LEPC) as it relates to the Superfund Amendments Reauthorization Act (SARA) Title III of 1986 and as it pertains to the overall strategic plan of the LEPC.
- Provides planning assistance for All-Hazards Plans for community agencies and businesses.
- Maintains and exercises the Wisconsin Credentialing System.
- Develops public educational programs in conjunction with the Exercise and Training plan.
- Implements special programs as required by Federal and/or State laws.
- Coordinates all activities related to SARA Title III compliance with industry, businesses and public agencies.

- Serves as liaison between Wisconsin Emergency Management (WEM) and the reporting facilities.
- Attends recommended meetings, training and seminars as they relate to Emergency Planning and Community Right-to-Know Act, SARA, LEPC, and the National Incident Management System.
- Assists in the financial and budgeting process of the department.
- Ensures upgrading, revising or replacement of related database programs.
- Maintains regular and predictable attendance, works overtime/extra hours as required.
- Performs other duties as assigned.

Minimum Knowledge, Skills and Abilities Required to Perform Essential Job Functions

- Ability to operate a variety of office equipment including computer, typewriter, calculator, and photocopier.
- Knowledge of and skill in the use of computer databases.
- Knowledge of the principles, practices and concepts of Emergency Preparedness and Planning.
- Knowledge of the applicable laws and standards of hazardous materials planning including the SARA Title III Act and WEM-SARA requirements.
- Ability to transport oneself to and from various locations in an efficient, timely and safe manner.
- Ability to add, subtract, multiply, divide, calculate decimals and percent's, and make use of the principals of descriptive statistics.
- Ability to organize and record various reports, plans and other documents as they relate to SARA requirements and the LEPC.
- Ability to work and communicate effectively with government officials, public safety agencies, industry and the public verbally and in writing.
- Ability to perform work in technical rescue to include respiratory protection.

Emergency Management Knowledge, Skills and Abilities

- Ability to work in a collaborative manner with diverse populations.
- Excellent oral and written communication abilities.
- Knowledge of National Incident Management System, (Incident Command System)/National Response Framework/National Disaster Recovery Framework.
- Working knowledge of Geographic Information System (GIS).
- Understanding of FEMA Public and Individual Assistance grants.

- Understanding of the Wisconsin Disaster Fund (WDF).
- Understanding of the Uniform Disaster Situation Report (UDSR).
- Knowledge of the Hazard Mitigation Grant Program (HMGP).
- Knowledge of the Pre-disaster Mitigation Grant (PDM).
- Knowledge of Flood Mitigation Assistance (FMA).
- Knowledge of Comprehensive Preparedness Guide (CPG) 101 version 2.
- Understanding of the Homeland Security Exercise Evaluation Program (HSEEP) exercise methodology.
- Understanding of the Emergency Planning and Community Right-to-Know Act (EPCRA) and EPCRA Computer and HazMat Equipment Grant.
- Understanding of emergency notification systems (IPAWS).

Minimum Training and Experience Required to Perform Essential Job Functions

- Associate degree in emergency management or fire science or Wisconsin Emergency Management certification.
- At least three years working experience working in the field of emergency management
- A Wisconsin valid driver’s license and a driving record that meets County standards.
- Hazardous Materials Technician certification or ability to obtain such certification within six months.

Employee’s Signature

Date

Emergency Management Director Signature

Date

Employee Resources Director’s Signature

Date

Marathon County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Emergency Planning Community Right-to-Know Act (EPCRA)

Position Description Addendum

This document is intended to be an addendum to the position descriptions within the personnel files of Marathon County for the positions of Emergency Management Director and Administrative Specialist.

Emergency Management Technician

This position is considered full-time at 40 hours per week and is recognized that the tasks performed in it are approximately divided as follows:

Emergency Management Duties

Approximate Time Spent in %

Disaster Reimbursement Administration	10
Emergency Evacuation Planning	10
Emergency Planning and Community Right-To-Know Act (EPCRA) Administration	25
Emergency Response Planning (County)	10
Emergency Response Team Oversight	15
Local Emergency Planning Committee	10
Public Outreach - Emergency Preparedness	10
Emergency Management Administration	10

MARATHON COUNTY JOB ANNOUNCEMENT

Position: **Emergency Management Technician**

Department: Emergency Management

FULL TIME [X]

Description of Duties: The Emergency Management Technician assists the Emergency Management Director in developing and implementing comprehensive emergency management programs for Marathon County in accordance with local, state, and federal laws, rules, regulations and plans. In direct coordination with the Emergency Management Director, maintains the Emergency Planning and Community Right-to-Know Act (EPCRA) files and databases necessary for conduct of the program. The Technician will also assist with the annual completion of the State emergency management Plan of Work (POW). Performs other related duties as necessary, appropriate, and assigned by Emergency Management Director.

The Technician is on-call at all times to manage emergencies within Marathon County or the Northeast Wisconsin Emergency Management (WEM) Region. Early morning, evening, and weekend meetings and training events will be necessary and common to achieve desired levels of collaboration across the community of stakeholders. The Technician will serve as the Emergency Management Director in the absence of the Emergency Management Director.

Minimum Qualifications:

- Associates degree required. Bachelor's degree in Business Administration, Political Science, Emergency Management, Risk Management or related field strongly preferred.
 - 2 years' experience in an administrative or planning capacity highly desirable.
 - Experience in finding resources and building partnerships, such as one may find working for a non-profit organization, highly desirable.
 - Minimum 2 years' experience with personal computer operation and Windows operating systems. Experience using social media preferred.
 - Incident Command training; IS 100, 200, 700, and 800 required.
 - Grant writing and administration experience preferred.
 - Purchasing/procurement experience preferred.
 - Experience organizing groups and/or training preferred.
 - State Certified Emergency Manager preferred.
 - Valid driver's license and access to an insured vehicle.
-

Salary Range: \$42,813 - \$55,045

Application Deadline is Tuesday, December 1, 2020 at 4:30 p.m.

Marathon County is an equal employment opportunity employer functioning under an Affirmative Action Plan. AA/EOE/LEP

Apply at: www.co.marathon.wi.us
Marathon County Employee Resources
500 Forest Street
Wausau, WI 54403

Emergency Management Technician - B23
 EMERGENCY MANAGEMENT
 FTE = 1.0

ABOLISH ADMINISTRATIVE SPECIALIST - B21

Item	2020 Rates	Minimum	Mid-Point	Maximum
DBM B21		\$33,613	\$39,495	\$46,738
Health - Family	\$1,800.51	\$21,606	\$21,606	\$21,606
Dental - Family	\$60.32	\$724	\$724	\$724
FICA Retirement Rate	6.20%	\$2,084	\$2,449	\$2,898
FICA Medicare Rate	1.45%	\$487	\$573	\$678
Unemployment Insurance	0.10%	\$34	\$39	\$47
Retirement - Employer	6.75%	\$2,269	\$2,666	\$3,155
Worker's Comp - Clerical	0.08%	\$27	\$32	\$37
PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost *		\$61,390	\$68,129	\$76,429

2021 BUDGET PLANNING - NEW POSITION COST

Item	2021 Rates	Minimum	Mid-Point	Maximum
DBM B23		\$39,837	\$46,809	\$55,394
Health - Family	\$1,963.00	\$23,556	\$23,556	\$23,556
Dental - Family	\$62.00	\$744	\$744	\$744
FICA Retirement Rate	6.20%	\$2,470	\$2,902	\$3,434
FICA Medicare Rate	1.45%	\$578	\$679	\$803
Unemployment Insurance	0.10%	\$40	\$47	\$55
Retirement - Employer	6.75%	\$2,689	\$3,160	\$3,739
Worker's Comp - Municipal	1.78%	\$709	\$833	\$986
PEHP	\$21	\$546	\$546	\$546
Total Estimated Cost *		\$71,169	\$79,276	\$89,257

	Minimum	Mid-Point	Maximum
TOTAL NEW COST	\$9,779	\$11,147	\$12,828
TAX LEVY (50%)	\$4,889.57	\$5,573.38	\$6,413.95
GRANTS (50%)	\$4,889.57	\$5,573.38	\$6,413.95

Emergency Management Technician - B23
 EMERGENCY MANAGEMENT
 FTE = 1.0

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NEW OR EXPANDED POSITION REQUEST

I. GENERAL INFORMATION

Department: Sheriff's Office

Date: August 31, 2020

Position Requested: Deputy – Rib Mountain Contract
(If unsure of classification, indicate "To be determined")

FT PT FTE _____%
Number of Positions: 1

Division Position Will Be Assigned To: Patrol Division
(Indicate NA if not applicable)

Projected Start Date of Position: September 2020 Priority Number of This Position: 1
If you are requesting more than one position, prioritize all your requests and indicate the priority number of position.

II. FULL EXPLANATION OF NEED FOR POSITION

A. Is this position request compatible with the County's mission statement? **Yes.**

Mission

Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business.

The position being requested is in line with the County's mission statement. A key part of the mission statement is that we will work in partnership with other partners to create opportunities to make Marathon County a preferred place to live, work, visit and do business. This position is a partnership between the Town of Rib Mountain and the Marathon County Sheriff's Office. For years leaders within the County and the Town of Rib Mountain have been approached about the need for Rib Mountain to have its own police department. Due to the size and make-up of the Town they are not required by statute to create their own police department. They however have the ability if they wish to contract with a law enforcement entity to provide specific law enforcement services for them. In the past we have had this partnership on a small scale (traffic enforcement, school zones, special events, etc.). The Town now wishes to enter into a larger contract for dedicated services.

B. What is your department's mission statement and how does position support this mission and/or department strategic plan?

Mission

The Marathon County Sheriff's Office exists to provide a safe, secure, and crime-free community through trust-building, enforcement, and public safety management.

This position is a direct link to our mission. The Town of Rib Mountain yields the largest number of calls of any town throughout the year. Rib Mountain is the heart of the shopping district in our county and has direct access to many recreation opportunities for our residents and visitors. Having a dedicated Deputy contracted to the Town will bring about a great deal of consistency in our policing in Rib Mountain and will open up better lines of communication with the Town, local businesses and residents. The Deputy assigned to Rib Mountain will take on many of the

community policing opportunities that we have not been able to provide in the past.

- C. Indicate reasons for asking for position including purpose of position, applicable workload data and trends, etc. **plus attach relevant supporting data.** If more than one position of the same classification is being requested, also justify the number requested.

The Town of Rib Mountain approached the Sheriff's Office with a request to contract a full-time deputy. Initial plans were to start January 1, 2021 but have since been moved up due to remaining budget funds they can use to fund the position. The position they are funding will be for 40 hours per week. During the times that this contracted position is not working, other deputies assigned to the area will take calls for service.

- D. What benefit will the position provide to the County? How does the position improve/enhance customer service and/or address community needs?

This position allows the Sheriff's Office to increase our staffing and response to areas outside of the Town of Rib Mountain during the hours the contracted deputy is working. This frees up deputies to provide better service to those areas that we have not been able to spend time in due to our commitment to the Rib Mountain area. In addition, the contracted Deputy will be able to better serve the Rib Mountain area by having unique and consistent knowledge about current trends or incidents in Rib Mountain, stronger relationships with residents and businesses and access to the many resources at the Sheriff's Office when those additional services are needed. We believe this position will provide a higher level of service to Rib Mountain and free up resources to better serve other areas of the county.

- E. Indicate any alternatives to creating this position that were considered and why you still chose to request the position?

There are no alternatives. If we do not take advantage of this opportunity with the Town of Rib Mountain we will continue to have under-served areas of the county and we will continue to tax the resources of the Sheriff's Office when they can be better spent elsewhere in the county.

- F. What will be the effect if the proposed position is not created?

We will continue with business as usual. We will continue to take calls in the Town of Rib Mountain which takes up the bulk of our time annually. This will negate any opportunity to address needs in the other areas of the county.

- G. What criteria will you use to monitor the effectiveness and performance of the position? (Increasing revenues, improved customer service, decreasing costs, enhancing services, etc.?)

We have established a set of data that we will use to report out to the Town of Rib Mountain on the effectiveness of the contracted Deputy. This includes data on time spent on all of the activities of the Deputy assigned to the Town. The data and report out to the Town will include the number of calls for service, types of calls for service, number of citations issued, violations of town ordinances and codes, community service events, etc.

III. SPECIFIC DUTIES OF NEW POSITION

- A. List the specific duties position will perform plus the approximate percentage of time to be spent on each duty.

Note: the below percentages are approximations. Many of the following duties are performed concurrently.

Patrol and answer calls for service in Town of Rib Mountain 85%

- Calls for Service
- Incidents/Investigations
- Traffic accidents
- Traffic enforcement
- School zones
- General Patrol

Collaboration with residents and businesses 10%

Community policing activities 2%

Meetings/Court 2%

Special Events 1%

- B. Could another County department use the expertise of this position? OR could you use the expertise of another department to meet your needs? Why or why not?

No, this position requires a sworn Deputy Sheriff with arrest powers.

- C. If the work is currently being done by the County, how is it being accomplished (contract basis, temporary help, current employee, etc.)? Why is this arrangement no longer acceptable?

The Sheriff's Office currently provides this service to the Town. With this new opportunity the Town will provide funding for one full-time deputy along with the purchase of a vehicle and some of the required equipment. The Sheriff's Office has opted to provide some of the equipment that we would like to retain control over (ex. firearms, ballistic vest, computers, cellphone, cradlepoint). These items are on hand and have been/can be funded out of our current budget.

IV. POSITION COSTS AND FUNDING SOURCES

- A. What is the anticipated total cost of this position? (Include salary; benefits; office space, remodeling, furniture, and equipment; travel; and other applicable costs.)

- B. Explain specifically how position will be funded.

Amount of County tax levy: \$4,000 (equipment) % of total costs: 3

Amount of any outside funding: \$139,000 % of total costs: 97

Source of outside funding: Town of Rib Mountain

Length of outside funding: 5 years

Likelihood of funding renewal: High

Would this outside funding be used to offset the levy if not used for this position? No

- C. Will the proposed position allow your department to increase revenues or decrease expenditures beyond the cost of the position? If yes, how? **NO**

- D. Does the proposed position provide preventive services that will lead to cost avoidance or more extensive services in the future? OR Can the proposed position be justified as an investment with future benefits to the County greater than the cost of the position? If yes, how?


There is a high probability that this position will assume many of the responsibilities that other deputies have held in the past. This will result in less time spent by non-dedicated staff who might have a more elaborate investigation (theft, embezzlement, etc.) in the Town of Rib Mountain. This will result in less overtime or special assignments that incur additional manpower resources that had been previously assigned to other deputies.

- E. Can the position costs be offset by eliminating or reducing a lower priority function? If yes, explain. NO

V. COMMITTEE OF JURISDICTION

What is the recommendation of the committee of jurisdiction?
Public Safety Committee -

NOTE: An updated or new Position Description Questionnaire (PDQ) may be necessary to complete the job evaluation process.



Signature of Supervisor/Manager Completing Request

08/31/2020

Date



Department Head Signature

08/31/2020

Date



UniverCity Year 2020–2023

Marathon County Proposal



Marathon County is the largest county in the State of Wisconsin, based on area with an approximate total square mile area of 1,584.

The county is comprised of 40 towns, 16 villages and 6 cities.

The 136,517 County residents enjoy economic opportunity, quality schools, and strong communities, along with access to a wide variety of recreational options.

All these communities are working together, making Marathon County a special place.



The Wisconsin Department of Administration estimates county population projections increasing by 13% between 2010 and 2040.

The City of Wausau and its surrounding communities is the center of growth in terms of population and economic growth.

These communities are located along I-39/US-52 and STH-29 and contribute to the development pattern of the greater metropolitan area. As such, its boundaries contain a diversity of commerce and communities, landscapes and land uses.

Agriculture in Marathon County has experienced significant changes over the past 30 years. There are numerous reasons for these shifts in agricultural activities and practices including changes in economics, population growth, societal changes, operational practices, support services, and state and national policies.

Similar to most other farming areas in Wisconsin, farm operations have tended to become larger, with more acres per farm—an 11% increase. There has also been a decline in the number of dairy farms—a 68% decrease—and a subsequent decrease in traditional perennial dairy forage crop, with a shift to more annual cash grain crops.



MARATHON COUNTY'S GOAL

Marathon County is hard at work trying to improve our efforts and successes in order to become the healthiest, safest, and most prosperous county in Wisconsin. The County completed the [Comprehensive Plan](#) in 2016 and the [Strategic Plan](#) was in 2018. [Strategic Plan Annual Reports](#) track the progress on objectives and reinforce the direction of our work.

In order to fully leverage the impact of the 2018-2022 Marathon County Strategic Plan, the emphasis on building partnerships and investing in community resources has been a main component of work in the county over the past few years. This has been identified by the measures our progress in improving the quality of life for our residents and creating a more efficient government.

Marathon County is dedicated to aligning county resources to meet the needs of the community and our residents in order to become the most vibrant county in the state where people prefer to live, work, visit, and do business. We believe we can accomplish our overarching goal to be the healthiest, safest, and most prosperous county in Wisconsin.



HEALTHIEST

Health is not something we get from the doctor's office, but instead is something that starts in our families, in our schools and workplaces, in our playgrounds and parks, and in the air we breathe and the water we drink. We recognize that health and well-being are lifelong pursuits and our communities can support positive, healthy lifestyles.



SAFEST

Safety is something that starts in our families, our schools and workplaces, and in our communities. Safety is living in confidence, without undue fear of crime, disorder, danger, injury, or harm, and knowing that you will receive the right response from the right person if needed. Our communities proactively plan, and have systems in place, to ensure our safety.



MOST PROSPEROUS

Prosperity is not a function of what or how much we possess or consume. Nor is prosperity a function of net worth. Instead, prosperity is something realized when our future is marked with opportunity and when we see ourselves as part of a larger community. Every individual can belong, participate, and thrive. Prosperous communities are committed to "one table" where public, non-profit, philanthropic, and business entities come together and focus on people, place, and opportunity.



Mr. Gavin Luter, University Year Managing Director

University of Wisconsin-Madison
7122 Sewell Social Services
1180 Observatory Drive
Madison WI, 53706

RE: Marathon County UniverCity 2020–2023 Proposal Application for a University of Wisconsin-Madison Program Collaborative

To whom it may concern,

I am writing this letter in support of the Marathon County's effort to secure a collaborative effort with the University of Wisconsin-Madison UniverCity Program.

Marathon County has a strong history of working with various University of Wisconsin institutions. These include the University of Wisconsin Institute for Public Policy and Services (WIPPS), UW-Marshfield Ag Research Station (MARS), UW-Extension, UW-Stevens Point, and finally, the UW-Stevens Point Center for Land Use Education (CLUE). The UniverCity Program provides a unique opportunity to strengthen efforts and coordination among students, UW faculty, and county government which will have a positive impact on our economy and the quality of life for all residents.

The overarching goal of Marathon County is to become the **healthiest, safest, and most prosperous county in Wisconsin in order to be the preferred place to live, work, visit, and do business.** Marathon County has aligned the 2018–2022 Strategic Plan objectives from the Marathon County 2016 Comprehensive Plan, clarifying which broad objectives are most important over the next 5 years and linking our annual budget and work plans. The Strategic Plan embodies the vital partnership that exists between elected County Board Supervisors, who are entrusted with setting policy, county staff, and partners who are charged with carrying out operations in support of that policy.

We look forward to your favorable consideration of this proposal application and in particular the resulting positive effects in terms of providing rewarding projects for UW students for the betterment of Marathon County.

Sincerely,

Kurt Gibbs

Chairman
Marathon County Board of Supervisors



Mr. Gavin Luter, University Year Managing Director

University of Wisconsin-Madison
7122 Sewell Social Services
1180 Observatory Drive
Madison WI, 53706

RE: Marathon County UniverCity 2020–2023 Proposal Application for a University of Wisconsin-Madison Program Collaborative

To whom it may concern,

I am writing this letter in support of the Marathon County's effort to secure a collaborative effort with the University of Wisconsin-Madison UniverCity Alliance Program.

In 2018, the Marathon County Board of Supervisors embraced a transformative community-wide planning document by adopting the 2018-2022 Strategic Plan. As the Marathon County Vice-Chairman, I have been tasked to oversee the implementation of the Strategic Plan. This multi-department and agency effort supported by community partnerships, served as a catalyst to strive to attain the goals and objectives identified in the Plan. Progress to achieve the goals and objectives of the Strategic Plan can be reviewed in the County's Strategic Plan Annual Report.

The overarching goal of Marathon County is to become the **healthiest, safest, and most prosperous county in Wisconsin in order to be the preferred place to live, work, visit, and do business**. Marathon County has aligned the 2018–2022 Strategic Plan objectives from the Marathon County 2016 Comprehensive Plan, clarifying which broad objectives are most important over the next 5 years and linking our annual budget and work plans. The Strategic Plan embodies the vital partnership that exists between elected County Board Supervisors, who are entrusted with setting policy, county staff, and partners who are charged with carrying out operations in support of that policy.

We look forward to your favorable consideration of this proposal application and in particular the resulting positive effects in terms of providing rewarding projects for UW students for the betterment of Marathon County.

Sincerely,

Craig McEwen
Vice-Chairman
Marathon County Board of Supervisors

Mr. Gavin Luter, University Year Managing Director
University of Wisconsin-Madison
7122 Sewell Social Services
1180 Observatory Drive
Madison WI, 53706



RE: Marathon County UniverCity 2020-2023 Proposal Application for a University of Wisconsin-Madison Program Collaborative

To whom it may concern,

As County Administrator, I would like to offer the full support of my office, and other county staff, in making this application for the UniverCity Year program for 2020-2023.

The overarching goal of Marathon County is to become the **healthiest, safest, and most prosperous county in Wisconsin in order to be the preferred place to live, work, visit, and do business**. To that end, upon the completion of our [Comprehensive Plan](#) in 2016, we embarked on designing a Strategic Plan, which was ultimately finalized in 2018. The [Strategic Plan](#) is the guiding document for our everyday work and we measure that progress on a yearly basis. (See our [2020 Annual Update](#)). Marathon County, from the elected officials to department heads and staff, is serious about executing our plans and achieving our goals.

To this end, we are always looking for partners to assist us with expertise and effort that may fall outside of our skillset. A partnership with the UniverCity Year program would accelerate the completion of our plan objectives and create a better county for our residents. Based on conversations with the County Board Chairman and Vice-Chairman, I intend to present a budget to the Marathon County Human Resources, Finance & Property Committee that provides for \$20,000 per focus area identified in the proposal, for a total of \$100,000, over the term of the partnership. Moreover, county staff would be made available to apply for additional funding from outside sources as necessary. Conservation, Planning & Zoning Program Manager Dave Mack (dave.mack@co.marathon.wi.us) will serve as the primary UniverCity Year partnership lead point of contact, connecting UW leadership with subject matter experts in our organization as necessary.

The current pandemic has presented significant challenges, many of which will undoubtedly continue for the foreseeable future; however, my goal is to ensure that Marathon County remains committed to its long-term goal and build upon the strong foundation already laid. We are excited about the potential partnership with UW Madison through the UniverCity Year program and our shared effort to make Marathon County the healthiest, safest, and most prosperous county in Wisconsin. For additional information on our organization, please visit our website - <https://www.co.marathon.wi.us/>

I look forward to your favorable consideration of this application and I am confident that our partnership will benefit the people of Marathon County and UW students.

Sincerely,

A handwritten signature in black ink, appearing to read "Lance Leonhard", is written over a light blue horizontal line.

Lance Leonhard
County Administrator

PARTNERS / COMMITMENT

CURRENT AND FORMER UNIVERSITY PARTNERS

- **UW-Stevens Point at Wausau**
 - Wisconsin Institute of Public Policy and Service (WIPPS)
- **UW-Stevens Point**
 - Center of Land Use Education (CLUE)
 - Center of Watershed Science and Education
- **UW-Madison**
 - Division of Extension (Marathon County)
- **UW-Madison**
 - Department of Planning and Landscape Architecture
 - Marshfield Research Station
- **UW-River Falls**
 - Survey Research Center (SRC)

FINANCIAL COMMITMENT

While Marathon County's annual budget, like the budget of all counties within the State of Wisconsin, is limited with respect to funding for non-operational planning projects, county leadership supports the application for the UniverCity program and the County Administrator, after consultation with board leadership, intends to present a budget to the Marathon County Human Resources, Finance & Property Committee that provides for \$20,000 per focus area identified in the proposal, for a total of \$100,000, over the term of the partnership. Moreover, the Administrator has expressed that he will make an effort to make county staff available to apply for additional funding from outside sources as necessary to support projects.

PROPOSED FOCUS AREAS

The following focus areas are derived from our Strategic Plan initiatives. There are multiple other opportunities for projects available from the Strategic Plan objectives that we would be open to working on. We are confident in our ability to implement plans and utilize information gained from this partnership. Please refer to the [Strategic Plan](#) for more information on the referenced Objectives.

ENVIRONMENT



EVIDENCE BASED DECISION MAKING



EMERGENCY MEDICAL SERVICES



PLANNING AND ECONOMIC DEVELOPMENT



DIVERSITY



ENVIRONMENT

Marathon County is a rural county with a vibrant urban center. Current conservation efforts are intended to align county, state, federal and local desired outcomes aimed to protect and conserve natural resources. The need for clean groundwater is both a health and economic issue. Groundwater quality and quantity, in both rural and urban areas can vary in any location at any time. Modern agricultural and industrial practices have made maintaining a clean supply of water challenging in many areas of the county. Where groundwater becomes polluted, property values drop, recreation is limited, and a natural resource is diminished from its full potential.

Marathon County is working with various stakeholders both local and state-wide to improve water quality. Building upon and expanding these partnerships as well as utilizing new techniques and practices are vital to the future health of the natural resources in Marathon County.

SUPPORT IN THE STRATEGIC PLAN:



OBJECTIVE 5.2: Promote sound land use decisions that conserve and preserve natural resources in decisions with economic development and growth.



OBJECTIVE 6.3: Protect and enhance the quantity and quality of potable groundwater and potable surface water supplies.



SPECIFIC PROJECTS ENVISIONED:

- Update the 2001 Groundwater Protection Plan.
- Wellhead Protection Plan
- Explore alternative methods for snow and ice removal from hard surfaces to reduce the impact of salt on surface water and groundwater.
- Create partnerships with agencies and organizations to further efforts to protect surface water and groundwater.
- The Wisconsin River Basin TMDL report indicates that Marathon County should focus efforts to reduce exceedances of phosphorus limits.
- Develop and support a coalition(s) of stakeholders to develop and implement action plan(s) to reduce phosphorus loading from agricultural lands; work with community stakeholders to form at least two additional coalitions to enhance the adoption of plan goals. Follow the Eau Pleine Partnership for Integrated Conservation (EPPIC) model.

EVIDENCE BASED DECISION MAKING

Through the Evidence Based Decision Making Initiative, childhood trauma has been identified as a significant contributing factor to juvenile and adult criminal activity. Marathon County has devoted significant resources to improve staff and stakeholder understanding of the lifelong impacts of adverse childhood experiences (ACEs). County stakeholders are interested in developing a plan to reduce childhood trauma, decrease truancy, create a trauma-informed care system, and develop a framework for building resilient children as referenced in our [Strategic Plan](#).

The effects of mental health and substance abuse have significantly impacted the community as a whole, while completely overburdening the local criminal justice system. Numerous local work groups have focused on the need to develop a more comprehensive approach to combating substance abuse and creating mechanisms to ensure access to mental health treatment across the County. For residents with mental health and substance abuse issues, the United Way Marathon County LIFE Report (12th edition) additionally identified housing as a call to action opportunity for this population.

The LIFE Report further identified a call to action regarding diversity, inclusion and belonging. According to the LIFE survey, less than 50% of individuals felt our local level of tolerance was satisfactory. Current national events have significantly increased the urgency regarding addressing racial disparity that exists in the Marathon County Criminal Justice System.

Through our system-wide local participation in the Evidence-Based Decision Making process as well as continued Criminal Justice Coordination Counsel collaboration, it became apparent of our need for the ability to track and measure comprehensive data. Without the ability to utilize data in decision making, solving complex community issue has been challenging.

SUPPORT IN THE STRATEGIC PLAN:



OBJECTIVE 3.3: Ensure that every child makes it to adulthood with health, stability, and growth opportunities.



OBJECTIVE 3.7: Ensure that every person has local access to effective mental health treatment.



OBJECTIVE 7.2: Mitigate the impacts of heroin and methamphetamine epidemics in Marathon County through evidence-based practices.



SPECIFIC PROJECTS ENVISIONED:

- Projects designed to target ACE risk factors in order to combat truancy and decrease the number of young adults entering the criminal justice system.
- Develop a more comprehensive evidence-based approach to crises prevention and serving people in crisis.
- Conduct a Community Needs Assessment and create an evidence-based plan to address identified gaps in services.
- Create more options in Transitional Housing and Sober Living units.
- Study racial disparity in our criminal justice system from first police contact to completion of supervision.
- Ensuring that we are measuring what matters through a system-wide database that minimizes duplication of effort, allows appropriate sharing of data, assists us in gaining insight from the data we possess, and includes a warehousing system.
- Assess the Start Right Prenatal Care and Home Visit programs for, among other things, the long-term return on investment in the program.

EMERGENCY MEDICAL SERVICES

Marathon County has varying levels of fire and EMS service. We go from volunteer Emergency Medical Responders in the rural areas to career Paramedics in the urban areas in the County. Over the last several years, elected and non-elected officials from Marathon County communities reached out about developing consolidated fire and EMS service areas within Marathon County.

Emergency Medical Service (EMS) outside of the Wausau Metro Area is provided by volunteers and paid-on-call staff. It has become apparent that volunteerism in Emergency Medical Service across Wisconsin is dying, and residents in smaller communities and rural areas are suffering because of it. The need for information, study, and action is reflected in our [Strategic Plan](#).

SUPPORT IN THE STRATEGIC PLAN:



OBJECTIVE 7.1: Provide cost-effective and high-quality public safety services.



OBJECTIVE 12.3: Promote cost-effective public services.



SPECIFIC PROJECTS ENVISIONED:

- Examination of Emergency Response Services service delivery model in both rural and urban settings. This may include Identification of benefits to municipalities for consolidation, a determination whether current EMS stations are in optimal locations for emergency response, Feasibility of delivering all levels of EMS service from Paramedic to Emergency Medical Responder, and other elements.

PLANNING AND ECONOMIC DEVELOPMENT

As one of the largest counties in WI the challenge of maintaining and improving roads grows each year. The Highway Department maintains over 600 miles of roadway and is currently working on a 30-year plan for the highway system with the goal of strategically spending the limited funding from federal, state, and local sources. There is added pressure on funding with the current economic downturn and long-term trend of declining gas tax revenues. Knowing where and to what level to improve roads will help stretch those dollars. There are also multiple business or industrial parks across the county of varying size and availability that do not have a coordinated effort towards recruiting to and expanding businesses within the county.

Communities within the metropolitan area are seeing a demand for growth but find the cost of expanding infrastructure too expensive or difficult to justify. This is also reflected in the county especially along or at access points to County Highways. Utilizing an analysis of future growth areas could direct effective infrastructure investment and reduce impact on the natural environment and reduce expansion of the transportation system.

Homelessness and housing instability is a significant concern within the City of Wausau and our other metro-area communities. In 2019 and 2020 community leaders convened numerous meetings to discuss the issue and attempt to formulate meaningful plans aimed at securing collaboration amongst government, non-profit, and business entities. Our community would benefit significantly from assistance in developing and executing these strategies.

SUPPORT IN THE STRATEGIC PLAN:



OBJECTIVE 5.2: Promote sound land use decisions that conserve and preserve natural resources in decisions with economic development and growth.



OBJECTIVE 10.12: Maintain infrastructure to support economic growth.



OBJECTIVE 12.3: Promote cost-effective public services.



SPECIFIC PROJECTS ENVISIONED:

- Infill Development Analysis for Metro area
- Development Analysis for County Highway system
- ADA plan for Metro area
- County-wide Bike Plan
- Land acquisition and consolidation of County facilities
- Develop strategies to address homelessness and housing instability

DIVERSITY

Marathon County, in its Comprehensive Plan, has cited the need for an “...open, inclusive, and diverse place to live and work” (page 41). Despite this goal, the 2019 LIFE Report listed more than one third of respondents reported at least one experience of discrimination. Satisfaction with how welcoming the community is has fallen since 2013, and fewer than half of respondents were satisfied with the level of tolerance in their community.

In 2019, a group of Marathon County employees participated in the Government Alliance for Racial Equity (GARE) year-long workshop to better understand how local government can push forward diversity efforts. The County has a Diversity Affairs Commission that is currently working on incorporating diversity objectives and goals into the Strategic Plan. The County Board, last June, passed a Pride Month resolution. While there are been efforts made towards this goal in recent years, there is still work to be done to make Marathon County an open and inviting place for all.

SUPPORT:



Comprehensive Plan: Chapter 3, item 8:
Ensure Marathon County is an open, inclusive, and diverse place to live and work.



Marathon County Core Values: Diversity is actively welcoming and valuing people with different perspectives and experiences.

SPECIFIC PROJECTS ENVISIONED:

- Strategies to promote health equity
- Develop a plan to reduce and eliminate health and social disparities
- Strategies to promote cultural competence
- Strategies to cultivate an environment where cultural diversity can flourish
- The county would welcome a discussion identify projects within this focus area that could lead to policy or program changes and educational opportunities.



Marathon County's goal is to be the healthiest, safest, and most prosperous county in Wisconsin.

UniverCity Year 2020–2023: Marathon County Proposal

Information about the 2018-2022 Strategic Plan is available online at www.co.marathon.wi.us/Excellence/StrategicPlan.aspx.