

LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE

Thursday, April 16, 2026 – 8:15 A.M.

Barron County Justice Center, Emergency Operations Center
1420 State Hwy 25 North., Barron, WI 54812

AGENDA

1. Meeting Called to Order
2. Public Notification
3. Public Comment
4. Approve the Agenda
5. Approve Meeting Minutes - March 19, 2026
6. Review of Voucher Edit Lists (Information Only)
7. Jail Organizational Restructuring Plan
8. Discussion for Options to Open Records Requests
9. Request to Open County Highway AA (near Chetek) to ATV/UTV Traffic
10. Jail Sally Port Update
11. Updates:
 - a. Emergency Response Team
 - b. Patrol
 - c. Jail
 - d. Dispatch
 - e. Emergency Management
12. Future Agenda Items
 - a. Committee Elections of Chair, Vice Chair & Executive Rep.
13. Adjourn

To ensure a quorum, please email or call the County Clerk's Office at 715-537-6200 and advise if you will be attending this meeting. Thank you.

Any person who has a qualifying disability under the Americans with Disabilities Act and requires the meeting or materials at the meeting to be in an accessible format must contact the County Clerk's office at 715-537-6200 at least 24 hours prior to the meeting so that arrangements may be made to accommodate your request.

I, Jessica Hodek, have complied with the open meeting Public Notification Laws. Meeting notices are posted on the electronic meeting notice boards on the first and second floor of the Government Center and the main floor of the Justice Center. I have verified the proper posting of the meeting as specified in the notice.

PC: Anderson, McCreedy, Olson, Turcott, Schneider, Wenzel, Administrator, County Board Chairman, Sheriff, Chief Deputy, Captain, Jail Captain, Emergency Services Director, Webmaster, Four Public Postings

LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE MEETING

Thursday, March 19, 2026 8:00 AM Meeting Minutes

Barron County Justice Center, Emergency Operations Center, 1420 State Hwy 25 North, Barron, WI 54812

Members Present: Patti Anderson (Departed at 9:00AM), Jamie McCready, Craig Turcott and Stacey Wenzel.

Members Appearing Virtually: Pete Olson.

Members Absent: Pete Schneider.

Staff Present: County Administrator Jeff French, Sheriff Jodi Kummet, Chief Deputy Jason Hagen, Captain Darren Hodek, Captain Tim Evenson, Emergency Services Director Mike Judy and County Clerk Jessica Hodek.

Staff Appearing Virtually: None.

Others Present: None.

Call to Order by Vice Chairman Turcott at 8:15 a.m.

Public Notification – County Clerk Hodek stated the County’s compliance with open meeting laws.

Public Comment – None.

Approve Agenda - Motion: (McCready/Wenzel) to approve the agenda as presented. Carried.

Approve October 16, 2025, Meeting Minutes - Motion: (McCready/Wenzel) to approve minutes as presented. Carried.

Review Voucher Edit Lists - Edit lists were reviewed.

Discussion for Potential Leadership Restructure - Captain Evenson discussed the need for a succession plan in the Jail. Discussion. Administrator French reviewed the County’s procedure for creating a new position. Chief Deputy Hagen noted this position would be budget neutral for the 2027 Sheriff Department’s budget. Captain Evenson will provide a job description. The committee is in favor of continuing the process of creating this position.

2025 Sheriff’s Department Annual Report - Discussion. No action.

2025 Emergency Management Annual Report - Discussion. No action.

Jail Sally Port - Waiting on door hardware but everything else is completed within the expected timelines. Discussion.

Updates

1. **ERT** - No calls this year. Down several members.
2. **Patrol** - New bodycams and radios installed with positive feedback.
3. **Jail** - Bodycams in use with positive feedback. Three open positions. Sergeant position filled internally with promoting Sager.
4. **Dispatch** - Two resignations and one upcoming leave.
5. **Emergency Management** - Discussed earlier in the meeting.

Future Agenda Items

1. Jail Organizational Restructuring Plan - Potential New Position
2. Request to Open County AA (Near Chetek) to ATV/UTV Traffic

Next meeting date: Thursday, April 16, 2026, 8:15 a.m.

Adjourned by unanimous consent at 9:01a.m.

Meeting minutes posted in draft form. Reviewed and approved on 03/19/2026 by Craig Turcott. Minutes not official until approved at the next committee meeting.

Payment Request Verification - Online Voucher

Batch Year: 26 Department: LAW ENFORCEMENT

Payment Request Date: 04/13/2026

Vendor	Vendor Name	Line	Voucher	Account Description	Date	Description	Amount
49743	LINK FORD & RV - RICE LAKE LLC	1	C0094939	CAPITAL EQUIPMENT-SHERIFF	03/05/2026	SHERIFF - SQUAD 2025 FORD	46,214.40
44423	AUTO VALUE BARRON	1	C0094940	VEHICLE MAINTENANCE & REPAIRS	03/05/2026	SHERIFF - INV 141276256	47.88
93084	BOB BARKER COMPANY INC	1	C0094941	HOUSEHOLD & JANITORIAL SUPPLIES	03/05/2026	SHERIFF - INV2212375	270.78
276383	DON JOHNSON'S CUMBERLAND M	1	C0094942	VEHICLE MAINTENANCE & REPAIRS	03/05/2026	SHERIFF - INV 87683/LABOR	99.99
276383	DON JOHNSON'S CUMBERLAND M	2	C0094942	VEHICLE MAINTENANCE & REPAIRS	03/05/2026	SHERIFF - INV 87683/PARTS &	163.85
231665	ECOLAB	1	C0094943	HOUSEHOLD & JANITORIAL SUPPLIES	03/05/2026	SHERIFF - INV 6357567225	624.40
231665	ECOLAB	2	C0094943	HOUSEHOLD & JANITORIAL SUPPLIES	03/05/2026	SHERIFF - INV 6357477557	3,164.77
88277	GRAINGER	1	C0094944	HOUSEHOLD & JANITORIAL SUPPLIES	03/05/2026	SHERIFF - INV 9810272766	471.52
192759	ID NETWORKS	1	C0094945	MAINTENANCE AGREEMENTS	03/05/2026	SHERIFF - INV 285353	3,544.00
49743	LINK FORD & RV - RICE LAKE LLC	1	C0094946	VEHICLE MAINTENANCE & REPAIRS	03/05/2026	SHERIFF - RO# 319269	158.94
49743	LINK FORD & RV - RICE LAKE LLC	2	C0094946	VEHICLE MAINTENANCE & REPAIRS	03/05/2026	SHERIFF - RO# 319262	4,479.17
244732	LOU'S GLOVES INC	1	C0094947	OTHER SUPPLIES & EXPENSE	03/05/2026	SHERIFF - INV 061325	1,386.00
106925	NATIONAL ACADEMY OF EMD	1	C0094948	EDUCATION & TRAINING	03/05/2026	SHERIFF - INV SIN431659	55.00
291838	AMAZON CAPITAL SERVICES INC	1	C0095046	OTHER OFFICE SUPPLIES	03/12/2026	SHERIFF - INV 13L3-PFYL-6NMK	38.44
291838	AMAZON CAPITAL SERVICES INC	2	C0095046	POLICE RADIO SERVICE	03/12/2026	SHERIFF - INV 1YPX-J3FY-6TNV	392.60
291838	AMAZON CAPITAL SERVICES INC	3	C0095046	OTHER OFFICE SUPPLIES	03/12/2026	SHERIFF - INV 1JNT-T3HM-FWT9	78.63
291838	AMAZON CAPITAL SERVICES INC	4	C0095046	INMATE SUPPLIES	03/12/2026	SHERIFF - INV 1YDK-YXJ-PX6P	102.83
291838	AMAZON CAPITAL SERVICES INC	5	C0095046	OTHER OFFICE SUPPLIES	03/12/2026	SHERIFF - INV 1PT4-YGPK-6D1P	114.94
322377	CARDIO PARTNERS INC	1	C0095047	AED SUPPLIES - SHERIFF	03/12/2026	SHERIFF - INV 600265676	241.00
287660	EMERGENCY SERVICE MARKETIN	1	C0095048	E-DISPATCH/I AM RESPONDING FEES	03/12/2026	SHERIFF - INV14463/YEARLY	7,807.00
78204	GALLS LLC	1	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV 034135499/BASTY	155.41
78204	GALLS LLC	2	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	398.66
78204	GALLS LLC	3	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	153.69
78204	GALLS LLC	4	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	237.97
78204	GALLS LLC	5	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	182.32
78204	GALLS LLC	6	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV 034206940/SAGER	145.93
78204	GALLS LLC	7	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	160.07
78204	GALLS LLC	8	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	182.67
78204	GALLS LLC	9	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV	109.65
78204	GALLS LLC	10	C0095049	UNIFORMS	03/12/2026	SHERIFF - INV 034264256/BROOM	150.23
88277	GRAINGER	1	C0095050	OTHER SUPPLIES & EXPENSE	03/12/2026	SHERIFF - INV 9808401567	221.76
88277	GRAINGER	2	C0095050	HOUSEHOLD & JANITORIAL SUPPLIES	03/12/2026	SHERIFF - INV 9821540359	646.50
88277	GRAINGER	3	C0095050	OTHER OPERATING SUPPLIES	03/12/2026	SHERIFF - INV 9822420072	46.64
171808	GUARDIAN RFID	1	C0095051	OTHER SUPPLIES & EXPENSE	03/12/2026	SHERIFF - INV 14773	236.70
317560	INNOVATIVE OFFICE SOLUTIONS L	1	C0095052	OTHER OFFICE SUPPLIES	03/12/2026	SHERIFF - IN5063713	81.12
317560	INNOVATIVE OFFICE SOLUTIONS L	2	C0095052	OTHER OFFICE SUPPLIES	03/12/2026	SHERIFF - IN5060709	123.37
132896	KWIK TRIP INC	1	C0095053	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - FUEL INV11652924	63.25
132896	KWIK TRIP INC	2	C0095053	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - FUEL INV11652925	58.76
132896	KWIK TRIP INC	3	C0095053	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - FUEL INV11652926	67.07
132896	KWIK TRIP INC	4	C0095053	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - FUEL INV11653030	52.41
132896	KWIK TRIP INC	5	C0095053	FUEL	03/12/2026	SHERIFF - FUEL INV2824333	50.81
132896	KWIK TRIP INC	6	C0095053	FUEL	03/12/2026	SHERIFF - FUEL INV7210186	36.61

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132896	KWIK TRIP INC	7	C0095053	FUEL	03/12/2026	SHERIFF - FUEL INV11643401	30.95
132896	KWIK TRIP INC	8	C0095053	FUEL	03/12/2026	SHERIFF - FUEL INV13194929	32.45
132896	KWIK TRIP INC	9	C0095053	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - FUEL CC CHG	63.29
132896	KWIK TRIP INC	10	C0095053	GASOLINE	03/12/2026	SHERIFF - FUEL INV5338119	37.18
132896	KWIK TRIP INC	11	C0095053	GASOLINE	03/12/2026	SHERIFF - FUEL INV13230455	34.60
132896	KWIK TRIP INC	12	C0095053	PRISONER TRANSPORTS	03/12/2026	SHERIFF - FUEL INV10296180	27.48
132896	KWIK TRIP INC	13	C0095053	PRISONER TRANSPORTS	03/12/2026	SHERIFF - FUEL INV4623686	34.79
132896	KWIK TRIP INC	14	C0095053	PRISONER TRANSPORTS	03/12/2026	SHERIFF - FUEL INV4605386	30.12
132896	KWIK TRIP INC	15	C0095053	PRISONER TRANSPORTS	03/12/2026	SHERIFF - FUEL INV4628642	30.30
106925	NATIONAL ACADEMY OF EMD	1	C0095054	EDUCATION & TRAINING	03/12/2026	SHERIFF - INV	55.00
6696	NOBLE'S TIRE SERVICE INC	1	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038214	511.45
6696	NOBLE'S TIRE SERVICE INC	2	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038223	50.00
6696	NOBLE'S TIRE SERVICE INC	3	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038281	50.00
6696	NOBLE'S TIRE SERVICE INC	4	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038290	50.00
6696	NOBLE'S TIRE SERVICE INC	5	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038359	115.00
6696	NOBLE'S TIRE SERVICE INC	6	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038349	50.00
6696	NOBLE'S TIRE SERVICE INC	7	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038380	814.00
6696	NOBLE'S TIRE SERVICE INC	8	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038387	70.00
6696	NOBLE'S TIRE SERVICE INC	9	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038406	70.00
6696	NOBLE'S TIRE SERVICE INC	10	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038466	284.95
6696	NOBLE'S TIRE SERVICE INC	11	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038479	50.00
6696	NOBLE'S TIRE SERVICE INC	12	C0095055	VEHICLE MAINTENANCE & REPAIRS	03/12/2026	SHERIFF - INV 1038507	50.00
318558	SECURUS TECHNOLOGIES LLC	1	C0095056	INMATE SUPPLIES	03/12/2026	SHERIFF - INV 325346	2,001.93
87475	SIRCHIE ACQUISITION CO LLC	1	C0095057	INVESTIGATION	03/12/2026	SHERIFF - INV 0732017-IN	77.90
323330	SOUTHERN HEALTH PARTNERS IN	1	C0095058	MEDICAL EXPENSE	03/12/2026	SHERIFF - INV OCP22448	8,270.51
282189	SUMMIT FOOD SERVICE LLC	1	C0095059	FOOD	03/12/2026	SHERIFF - INV2000265861	7,801.13
282189	SUMMIT FOOD SERVICE LLC	2	C0095059	FOOD	03/12/2026	SHERIFF - INV2000266394	7,812.33
282189	SUMMIT FOOD SERVICE LLC	3	C0095059	FOOD	03/12/2026	SHERIFF - INV2000266940	7,618.14
119768	WHOOSTER INC	1	C0095060	INVESTIGATION	03/12/2026	SHERIFF - inv 10003010216	1,500.00
136484	PROPIO LS LLC	1	C0095132	TELEPHONE	03/19/2026	SHERIFF - INTERPRETATION	23.40
136484	PROPIO LS LLC	1	C0095133	TELEPHONE	03/19/2026	SHERIFF - INTERPRETATION	17.10
135356	DNR - LE/8	1	C0095134	EDUCATION & TRAINING	03/19/2026	SHERIFF - TRAINING/WEIGAND	20.00
135356	DNR - LE/8	2	C0095134	EDUCATION & TRAINING	03/19/2026	SHERIFF - TRAINING/ATTENDEE	20.00
323330	SOUTHERN HEALTH PARTNERS IN	1	C0095135	MEDICAL EXPENSE	03/19/2026	SHERIFF - INMATE	34,890.62
106925	NATIONAL ACADEMY OF EMD	1	C0095136	EDUCATION & TRAINING	03/19/2026	SHERIFF - INV SIN433068/T SMITH	55.00
106925	NATIONAL ACADEMY OF EMD	2	C0095136	EDUCATION & TRAINING	03/19/2026	SHERIFF - INV SIN433073/T TUBBS	55.00
106925	NATIONAL ACADEMY OF EMD	3	C0095136	EDUCATION & TRAINING	03/19/2026	SHERIFF - INV SIN433300/C	30.00
282189	SUMMIT FOOD SERVICE LLC	1	C0095137	FOOD	03/19/2026	SHERIFF - INV2000267465	7,624.73
195189	MOBERG ELECTRIC	1	C0095138	RENTS & LEASES	03/19/2026	SHERIFF - SPRING GEN	255.70
195189	MOBERG ELECTRIC	1	C0095139	RENTS & LEASES	03/19/2026	SHERIFF - SPRING GEN	268.20
4871	ORKIN PEST CONTROL #609	1	C0095140	RENTS & LEASES	03/19/2026	SHERIFF - DALLAS TOWER	131.00
160458	MEDTOX LABORATORIES INC	1	C0095141	TESTING SERVICES	03/19/2026	SHERIFF - INV 022026501153	67.92
65706	CHARTER COMMUNICATIONS	1	C0095142	INMATE SUPPLIES	03/19/2026	SHERIFF - INV 171682701030126	447.43

Payment Request Verification - Online Voucher

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Payment Request Date: 04/13/2026

Vendor	Vendor Name	Line	Voucher	Account Description	Date	Description	Amount
4715	MAYO CLINIC HEALTH SYSTEM-NO	1	C0095143	INVESTIGATION	03/19/2026	SHERIFF - BLOOD DRAWS	170.00
4715	MAYO CLINIC HEALTH SYSTEM-NO	2	C0095143	MEDICAL EXPENSE	03/19/2026	SHERIFF - MEDICAL EXPENSE	11,353.70
195189	MOBERG ELECTRIC	1	C0095181	RENTS & LEASES	03/26/2026	SHERIFF - SVI-44185/SPRING GEN	217.09
127736	SECURITAS TECHNOLOGY CORPO	1	C0095182	OTHER SUPPLIES & EXPENSE	03/26/2026	SHERIFF - INV 6005637273	195.00
323330	SOUTHERN HEALTH PARTNERS IN	1	C0095183	MEDICAL EXPENSE	03/26/2026	SHERIFF - OCP22543	1,103.96
166286	GENERAL COMMUNICATIONS INC	1	C0095184	OTHER CAPITAL EQUIPMENT	03/26/2026	SHERIFF - INV 355636	2,973.06
81949	OAK RIDGE CHEMICAL INC	1	C0095185	HOUSEHOLD & JANITORIAL SUPPLIES	03/26/2026	SHERIFF - INV 088522	1,543.38
138568	DODGE CORRECTIONAL INSTITUTI	1	C0095186	PRISONER TRANSPORTS	03/26/2026	SHERIFF - 410-0000011081	375.00
69698	RICE LAKE ANIMAL HOSPITAL	1	C0095187	K-9	03/26/2026	SHERIFF - INV 154698/K9 JASPER	267.60
282189	SUMMIT FOOD SERVICE LLC	1	C0095188	FOOD	03/26/2026	SHERIFF - INV2000268129	7,663.43
282189	SUMMIT FOOD SERVICE LLC	2	C0095188	FOOD	03/26/2026	SHERIFF - INV2000268130	196.65
247022	HOT SHOT TOWING & RECOVERY	1	C0095189	TOWING	03/26/2026	SHERIFF - INV 2396	700.00
83372	CHETEK SNOW FLYERS & ATV CRU	1	C0095190	OTHER OPERATING SUPPLIES	03/26/2026	SHERIFF - INV 2/MAPS	1,597.74
62367	RICE LAKE POLICE DEPARTMENT	1	C0095289	DOT GRANT PAYMENTS	04/02/2026	SHERIFF - SEAT BELT/IMPAIRED	423.02
324779	HAPPY TALES LLC	1	C0095290	PROF SERV HAPPY TALES PET BOARDING	04/02/2026	ANIMAL CONTROL 2QTR 2025 -	6,250.00
24252	SPORTS WORLD AWARDS	1	C0095291	OTHER SUPPLIES & EXPENSE	04/02/2026	SHERIFF - PLAQUE (ROBEL)	95.00
282189	SUMMIT FOOD SERVICE LLC	1	C0095292	FOOD	04/02/2026	SHERIFF - INMATE	7,498.92
50792	WI ASSN OF HOMICIDE	1	C0095293	EDUCATION & TRAINING	04/02/2026	SHERIFF - 032026-3250-1368/JON	395.00
50792	WI ASSN OF HOMICIDE	2	C0095293	EDUCATION & TRAINING	04/02/2026	SHERIFF - 032026-3249-	395.00
167096	APPLIED CONCEPTS INC	1	C0095406	OTHER OPERATING SUPPLIES	04/09/2026	SHERIFF - INV 474809	72.00
88277	GRAINGER	1	C0095407	INMATE SUPPLIES	04/09/2026	SHERIFF - INV 9856769998	646.50
88277	GRAINGER	2	C0095407	HOUSEHOLD & JANITORIAL SUPPLIES	04/09/2026	SHERIFF - INV 9860218420	598.20
88277	GRAINGER	3	C0095407	HOUSEHOLD & JANITORIAL SUPPLIES	04/09/2026	SHERIFF - INV 9845660431	264.98
88277	GRAINGER	6	C0095407	HOUSEHOLD & JANITORIAL SUPPLIES	04/09/2026	SHERIFF - INV 9838320076	219.23
78204	GALLS LLC	1	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV	109.44
78204	GALLS LLC	2	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV 034525009/HODEK	404.99
78204	GALLS LLC	3	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV 034541834/BROOM	103.88
78204	GALLS LLC	4	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV 034564870/PIERCE	95.40
78204	GALLS LLC	5	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV 034580776/PIERCE	10.60
78204	GALLS LLC	6	C0095408	UNIFORMS	04/09/2026	SHERIFF - INV 034461483/HODEK	161.54
93084	BOB BARKER COMPANY INC	1	C0095409	INMATE SUPPLIES	04/09/2026	SHERIFF - INV2219673	582.76
93084	BOB BARKER COMPANY INC	2	C0095409	INMATE SUPPLIES	04/09/2026	SHERIFF - INV2221285	540.69
205087	CCR TOWING LLC	1	C0095410	TOWING	04/09/2026	SHERIFF - INV 1210	407.00
282189	SUMMIT FOOD SERVICE LLC	1	C0095411	FOOD	04/09/2026	SHERIFF - INV2000269172	7,379.77
6696	NOBLE'S TIRE SERVICE INC	1	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038656	70.00
6696	NOBLE'S TIRE SERVICE INC	2	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038720	80.00
6696	NOBLE'S TIRE SERVICE INC	3	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038725	80.00
6696	NOBLE'S TIRE SERVICE INC	4	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038727	800.00
6696	NOBLE'S TIRE SERVICE INC	5	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038839	70.00
6696	NOBLE'S TIRE SERVICE INC	6	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038840	1,042.40
6696	NOBLE'S TIRE SERVICE INC	7	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1038984	80.00
6696	NOBLE'S TIRE SERVICE INC	8	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1039004	50.00
6696	NOBLE'S TIRE SERVICE INC	9	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1039045	688.95

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6696	NOBLE'S TIRE SERVICE INC	10	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1039036	70.00
6696	NOBLE'S TIRE SERVICE INC	11	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1039064	50.00
6696	NOBLE'S TIRE SERVICE INC	12	C0095412	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - INV 1039228	70.00
317560	INNOVATIVE OFFICE SOLUTIONS L	1	C0095413	OTHER OFFICE SUPPLIES	04/09/2026	SHERIFF-IN5083395/ENVELOPES,	22.61
317560	INNOVATIVE OFFICE SOLUTIONS L	2	C0095413	OTHER OFFICE SUPPLIES	04/09/2026	SHERIFF-IN5085101/LEGAL PADS	21.12
317560	INNOVATIVE OFFICE SOLUTIONS L	3	C0095413	OFFICE SUPPLIES	04/09/2026	COURTS-IN5075319/PAPER 20#,	827.82
317560	INNOVATIVE OFFICE SOLUTIONS L	4	C0095413	OFFICE SUPPLIES	04/09/2026	COURTS-IN5088852/APPLICATOR,	13.40
317560	INNOVATIVE OFFICE SOLUTIONS L	5	C0095413	OTHER OFFICE SUPPLIES	04/09/2026	DA-IN5071207/FOLDER,	92.60
317560	INNOVATIVE OFFICE SOLUTIONS L	6	C0095413	OTHER OFFICE SUPPLIES	04/09/2026	DA-IN5075356/PAPER, 20#, LTR, 92	275.94
317560	INNOVATIVE OFFICE SOLUTIONS L	7	C0095413	OTHER OFFICE SUPPLIES	04/09/2026	DA-IN5087378/WINDOW	41.85
291838	AMAZON CAPITAL SERVICES INC	1	C0095414	UNIFORMS	04/09/2026	SHERIFF - IFKV-43CK-W4T4	11.48
291838	AMAZON CAPITAL SERVICES INC	2	C0095414	OTHER OFFICE SUPPLIES	04/09/2026	DA - 1DMQ-RWVC-FGCW	103.55
291838	AMAZON CAPITAL SERVICES INC	3	C0095414	VEHICLE MAINTENANCE & REPAIRS	04/09/2026	SHERIFF - 1NK7-MLVC-QKFV	207.00
291838	AMAZON CAPITAL SERVICES INC	4	C0095414	OTHER OFFICE SUPPLIES	04/09/2026	SHERIFF - 11KF-N69X-DJJX	130.74
291838	AMAZON CAPITAL SERVICES INC	5	C0095414	UNIFORMS	04/09/2026	SHERIFF - 1XHP-164G-RPGY	11.18
291838	AMAZON CAPITAL SERVICES INC	6	C0095414	OTHER SUPPLIES & EXPENSE	04/09/2026	SHERIFF - 1WWR-R16Q-3YJ6	127.81
291838	AMAZON CAPITAL SERVICES INC	7	C0095414	UNIFORMS	04/09/2026	SHERIFF - 1CLM-XXWM-CTQ6	156.44
291838	AMAZON CAPITAL SERVICES INC	8	C0095414	OTHER OFFICE SUPPLIES	04/09/2026	SHERIFF - 16K7-WC6M-Q41C	39.76
291838	AMAZON CAPITAL SERVICES INC	9	C0095414	OTHER OFFICE SUPPLIES	04/09/2026	SHERIFF - 1L1M-7QWY-76LK	34.74
291838	AMAZON CAPITAL SERVICES INC	11	C0095414	HOUSEHOLD & JANITORIAL SUPPLIES	04/09/2026	SHERIFF - 1119-D7GR-XG9W	59.76
132896	KWIK TRIP INC	1	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 11635610	37.25
132896	KWIK TRIP INC	2	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 12871740	55.80
132896	KWIK TRIP INC	3	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 10222689	53.70
132896	KWIK TRIP INC	4	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 13259606	52.18
132896	KWIK TRIP INC	5	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 7269346	38.82
132896	KWIK TRIP INC	6	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 7291844	54.35
132896	KWIK TRIP INC	7	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 5387672	46.96
132896	KWIK TRIP INC	8	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 5420831	41.10
132896	KWIK TRIP INC	9	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 6912319	48.70
132896	KWIK TRIP INC	10	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 11704626	30.54
132896	KWIK TRIP INC	11	C0095415	GASOLINE	04/09/2026	SHERIFF - FUEL INV 6981600	52.00
Totals:							\$215,398.42

Department Approval

Admin Approval



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Jail Staffing Restructuring Recommendation

Recommendation

The following staffing adjustments are recommended to improve supervision, operational efficiency, and coordination of inmate services within the Barron County Jail. This proposal includes the reallocation of one existing utility position and combining those responsibilities with the current Jail Programs Coordinator position. This change would allow for the creation of a Lieutenant position while reorganizing the remaining inmate service duties into an Inmate Services Unit.

This restructuring maintains current overall staffing levels while improving supervisory coverage and operational coordination within the jail. The Inmate Services Unit would be responsible for coordinating inmate programs, court scheduling, and professional visitation within the facility.

Purpose

The purpose of this recommendation is to improve operational efficiency, strengthen supervision, and enhance coordination of inmate services while maintaining a safe environment for staff and inmates. These adjustments focus on better utilizing existing personnel and improving the jail's ability to manage daily operations and future initiatives.

Current Staffing Model

The jail currently maintains a minimum staffing level of four Corrections Officers and one Sergeant/Officer-in-Charge (OIC) on duty at all times, for a total of five staff members per shift.

This staffing level ensures that multiple officers are available to respond to emergencies, disturbances, or medical incidents that may occur within the facility. Maintaining this staffing model remains essential for safe jail operations and is not affected by the proposed restructuring.

In addition to these minimum staffing levels, the jail currently assigns two utility staff members during weekday daytime hours, typically between 8:00 a.m. and 4:00 p.m., Monday through Friday. These positions assist with inmate movement and operational tasks that occur during the jail's busiest time of day, including court appearances, attorney visits, probation visits, fingerprinting, DNA collection, and other inmate service functions.

The Jail Programs Coordinator is also assigned to weekday daytime hours to coordinate jail programming and oversee inmate educational, treatment, and rehabilitative programs offered within the facility.

These three daytime positions currently provide the primary support for inmate programs, court scheduling, and professional visitation that occur during normal weekday business hours.

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Proposed Lieutenant Position

For several years, the state jail inspector has recommended in the annual jail inspection report that the department consider adding a first-line supervisory position due to the size and operational complexity of the jail. Implementing this recommendation would align the facility more closely with supervisory structures commonly used in similarly sized county jail operations.

The proposed Lieutenant position would assist the Jail Captain with day-to-day operational oversight, staff coordination, and implementation of new policies or operational improvements.

This position would also provide administrative leadership when the Jail Captain is unavailable and establish a clear line of succession for jail leadership. In the event the Jail Captain position becomes vacant or unavailable, the Lieutenant would be prepared to assume those responsibilities and maintain continuity of operations.

Historically, the Patrol Captain previously served as the Jail Captain and was able to assist with jail administration when needed. After that retirement, administrative coverage shifted to the most senior jail sergeants. Due to recent turnover and retirements, the overall level of supervisory experience within the jail has been reduced, limiting the ability to rely on existing supervisory staff to consistently assist with administrative coverage.

To establish this position while maintaining responsible staffing levels, it is recommended that one of the two existing utility positions be eliminated and reallocated to create the Lieutenant role. This change represents a restructuring of existing staff resources rather than the addition of a new position.

Due to staff turnover over the past several years, the jail currently has a number of newer corrections officers and recently promoted sergeants. While these staff members are developing well in their roles, additional leadership and mentoring would be beneficial to help guide less experienced staff and supervisors. Establishing a Lieutenant position would provide an additional level of leadership within the jail to assist with training, mentoring, and operational guidance for both corrections officers and sergeants.

This position would strengthen supervisory support, improve communication across shifts, and provide leadership and mentoring to newer corrections officers and recently promoted sergeants. It would also help ensure continuity of operations and support the development of future leadership within the jail division. The Lieutenant could be assigned a schedule that overlaps or flexes with the Jail Captain's hours to improve operational coverage.

In addition, increased staff turnover in recent years has resulted in a more frequent and time-consuming hiring process within the jail division. The Jail Captain is responsible for reviewing applications, conducting interviews, and coordinating background investigations for new corrections officers. A Lieutenant position would assist the Jail Captain with the hiring process by helping review applications, participate in interviews, and conduct background investigations.

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This shared responsibility would allow either the Jail Captain or the Lieutenant to remain more available to oversee daily jail operations while still ensuring the hiring process is conducted in a thorough and timely manner.

Inmate Services Unit

Currently, two staff members are assigned to utility positions during weekday daytime hours to coordinate court appearances, attorney visits, probation visits, fingerprinting, DNA collection, and other inmate service functions. The Jail Programs Coordinator is assigned to weekday daytime hours to coordinate jail programming and oversee inmate educational, treatment, and rehabilitative programs offered within the facility.

Under this proposal, one of those utility positions would remain and be combined operationally with the existing programming role to form an Inmate Services Unit.

This unit would consist of two positions that work collaboratively to coordinate inmate programs, court scheduling, and professional visitation within the facility.

- **Jail Programs Coordinator**

Responsible for coordinating and overseeing inmate educational, treatment, and rehabilitative programs offered within the facility. This position works with program providers, schedules program activities, and assists with inmate movement and supervision related to programming.

- **Inmate Services Coordinator**

Responsible for coordinating court appearances (both in-person and video), scheduling attorney visits, probation and agent visits, fingerprinting, DNA collection, and other professional services requiring inmate movement within the jail.

Both positions would work closely together and be cross-trained to assist each other when operational needs require. Each position would also be capable of covering the primary responsibilities of the other in the event one staff member is unavailable due to leave, training, or other absences. At least one of these two positions would always be scheduled to work to ensure continuity of inmate services.

During periods of increased activity or in the event of a vacancy, the Lieutenant position could also assist with coverage and coordination of these functions.

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Scheduling

Jail programs, court appearances, and professional visits primarily occur Monday through Friday between 8:00 a.m. and 4:00 p.m. During this time, the courts are in session and attorney and probation visits are scheduled within the facility.

Scheduling these activities during the same timeframe allows the Jail Programs Coordinator and Inmate Services Coordinator to assist with inmate movement, supervision, and coordination of services. Aligning these activities with the period of highest staffing levels helps ensure safe and efficient jail operations.

Conclusion

The overall financial impact of this proposal is limited, as it represents a restructuring of existing duties rather than an expansion of staffing. The Lieutenant position would be created through the reallocation of one existing utility position and would involve a modest increase in compensation associated with the added supervisory responsibilities.

Overall, the proposed structure improves supervisory coverage, strengthens communication between shifts, and enhances coordination of inmate services while maintaining current staffing levels.

By better organizing existing resources and strengthening leadership within the jail, the department can improve operational efficiency, maintain safe staffing practices, and continue providing effective service to the courts and community without significant additional cost to taxpayers.

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