

**RICHLAND COUNTY PUBLIC SAFETY AND JUDICIARY
STANDING COMMITTEE MEETING**

DATE: FRIDAY, DECEMBER 2, 2022

TIME: 8:30 A.M.

**LOCATION: COUNTY BOARD ROOM OF THE RICHLAND
COUNTY COURTHOUSE 181 W SEMINARY ST, RICHLAND
CENTER, WI 53581**

Via webex with information available at
<https://administrator.co.richland.wi.us/minutes/public-safety/>

1. Call to Order.
2. Read and approve Notice of Posting for December 2, 2022 Public Safety meeting.
3. Read and approve agenda for December 2, 2022 Public Safety meeting.
4. Read and approve minutes of the November 4, 2022 Public Safety Meeting.
5. Referendum committee request for more information response
6. Coroner updates.
7. Circuit Court Judge updates/comments
8. Clerk of Court Updates.
 - a. Monthly updates/reports
9. Probate Department
 - a. Monthly updates/reports
 - b. **Approval to advertise for Deputy Clerk Position – Register in Probate office**
10. District Attorney Update.
 - a. Monthly updates/reports
11. Emergency Management
 - a. Review & potential motion for adoption of the updated County Emergency Response Plan
 - b. Review & approve contract for EM contracted employee (John's annual 2 year contract)

12. Approve monthly invoices and other Sheriff's Department reports.
13. Approve Motorola Solutions invoice for GEO Mapping project
14. **Approval to hire casuals for the sheriff's office**
15. Discussion of contracting law enforcement services for outlying villages
16. Radio Tower Project updates
17. Mapping, Radio System & Squad Updates
18. Future agenda items
19. **Jail Inspection and Evaluation of Jail Staff Performance: Closed Session pursuant to Wis. State Statute 19.85(1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility**
20. Adjourn.

RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING
Friday, November 4, 2022

The Richland County Board of Supervisors Public Safety Committee met on Friday, November 4, 2022 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Melissa Luck and Committee members Kerry Severson, Bob Frank, David Turk, Richard McKee, and Ken Rynes. Present from the Richland County Sheriff's Department were Sheriff Clay Porter, Chief Deputy Aaron Wallace, and Amber Muckler. Also present for the meeting or a portion of the meeting was Richland County Clerk of Circuit Court Stacy Kleist, DA Jennifer Harper, Jenifer Laue, Darin Gudgeon and Clinton Langreck.

Agenda Item #1: Call to Order: Committee Chair Luck called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for November 4, 2022 Public Safety Committee Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for November 4, 2022 Meeting: Motioned by Richard McKee to approve the agenda. 2nd to this motion by Ken Rynes. Motion passed.

Agenda Item #4: Read and Approve Minutes of the October 7, 2022 LEJC Meeting: Motion by Ken Rynes to approve the minutes as printed. 2nd to this motion by Richard McKee. Motion passed, minutes accepted.

Agenda Item #5: Public Safety Committee response document for Resolution 22-96 discussion and approval: Luck went through the documents and how the budget reductions would affect each department/office. Luck stated that if the cuts can't be made for the departments is that something that needs to be put on a referendum. Luck feels that core services and statutorily required should not be put on a referendum and should already be provided by the tax payers. Cut to the Coroner's office would come down to staff. Emergency Management have come up with \$14,000 in cuts and the committee does not feel this is a good department to cut because it is a statutory requirement and does not feel it's a good position to move to the sheriff's department. The Register In Probate office is a 2 person office and Luck feels this department would not benefit from any cut with committee agreement but if the deputy position were considered for elimination it should go on the referendum, the Probate office did provide cuts by not taking health insurance reduction in other areas of her budget. The Sheriff's department has offered cuts in training and some non-salary items. The Sheriff's Department would also have to make staff cuts according to the county request. There was a lot of discussion on how the cuts in staff for the Sheriff's office would cause many issues not only in the road and jail but also by cutting one office staffing position. The committee feels that the recommendation should be made that the Sheriff's Office is currently understaffed and no staffing cuts

should be made to this department. Motion to approve the Public Safety Chair type up the recommendations made at this meeting made by Ken Rynes, second to this motion made by Richard McKee. Motion approved.

Agenda Item #6: Coroner Updates: Sheriff Porter shared the updates provided by the coroner for the past 2 months.

Agenda Item #7: Circuit Court Judge updates/comments: Not available for this meeting.

Agenda Item #8: Clerk of Court Update: Reports were provided via email.

Agenda Item #9: Probate Updates: Jen Laue went over her budget report with the committee members, no other comments were made.

Agenda Item #10: District Attorney Updates: DA Harper has no comments for this meeting.

Agenda Item #11: Emergency Management: Director Gudgeon talked about continuing to work through the mitigation plan with other agencies. He briefly discussed his budgets with the committee members.

Agenda Item #12: Staffing levels: Sheriff Porter stated the department currently has all of the funded positions filled.

Agenda Item #13: Approve monthly invoices and other Sheriff's Department reports: The committee looked over the invoices for the month. Motion to approve to pay the invoices for the month made by Ken Rynes, second to the motion made by Kerry Severson. Motion approved. Sheriff Porter went over jail statistics report with the committee members.

Agenda Item #14: Discussion of contracting law enforcement services for the Village of Lone Rock: Sheriff Porter stated that Steve Morgenson from the Village of Lone Rock Board. The committee members went over a possible contract with the Village of Lone Rock. The village is looking at dis-banning their village law enforcement and municipal court through the village as well and both would be provided by the county. The contract is for a possible 20 hours of law enforcement for the village. Sheriff Porter stated that with current staffing levels he is not sure 20 hours of service would be possible. To fill this position with current staff, Sheriff Porter would have to decrease the hours of availability. If another community would want to have coverage as well, then Sheriff Porter feels a deputy could be provided to them as well as that other community. Luck would like this brought back next month with more information.

Agenda Item #15: Open & approve squad bids: There were 2 bids received for a 2023 Dodge Durango, the first from Fillback Ford in the amount of \$39,757.50 per vehicle. The department asked for 3 but we are intending on getting 2 squads. The other bid is from Ewald Auto \$39,402.00. The committee agrees to go with the local business since there is not a lot of difference in cost. Motion to approve

purchasing squads from Fillback Ford made by Bob Frank, second to this motion by Ken Rynes. Motion approved.

Agenda Item #16: Radio Tower Project updates: Barb Scott stated weekly meetings have been happening. There have been some problems that have been found and looked into. Luck states according to Mike Day of True North that the project is still on track.

Agenda Item #17: Mapping, Radio System & Squad Updates: The committee members went over the mileage report regarding the squads. The 2 new squads are equipped and ready to put out for service.

Agenda Item #18: Future agenda items: Contracting services with the Village of Lone Rock. Committee Jail Inspection

Agenda Item #16: Adjourn; Motion by Ken Rynes to adjourn until the regular Public Safety Committee meeting on Friday, December 2, 2022 at 8:30am. Second to this motion by Bob Frank. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler

Meeting scheduled for 8:30 a.m. Friday, Dec. 2, 2022

AGENDA ITEM 8: Clerk of Court Updates

STATUS OF 2022 REVENUE...

For 2022, the Clerk of Court projected Circuit Court revenue at \$252,358.12 (with Fund 31/Mediation included, the projection is \$257,358). In early November, we met and exceeded those marks. The Revenue Guidelines run by the Administrator's Office on 11/14/22 show a total of \$264,634.36 has been collected by the Clerk of Court and deposited in the County's General Fund. SEE PAGES 1-12 FOR DETAILS ON COURT REVENUES.

All of the money the Clerk of Court collects ends up in the county's general fund. When departments need to cover expenses not budgeted for, these deficiencies are often covered with transfers from the general fund. In 2021, the 3-person Clerk of Court office generated more than \$100,000 EXCESS revenue beyond the court's projections for the year. This money was available to assist departments, many of them much larger than the court. If the county board cuts any positions from the courts, our remaining staff will be stretched too thin to work on collections the way that we do now.

This point has been explained numerous times to the Public Safety and Finance Committees. I was disappointed to find out that the Register in Probate's deputy position has been referred to the Ad Hoc Referendum Committee as a position that, if the referendum does not pass, could be eliminated.

I would like to remind the board that, two years ago, that position was actually in the Clerk of Court office. When a position opened up in the Clerk of Court office, rather than fill that position the same as it had been, I offered it to the Register in Probate Office. The RIP and I felt this was a win-win for our departments because, as long as we continued to work closely together and help each other out, we still had five people between our two offices. All five of us work on the same computer system and have access to the same records. Even though our duties are somewhat different, there are enough similarities that staff from one office can help the other office. This comes into play when we have multiple judges in the courtrooms and when a staff member is sick or otherwise out of the office.

Over the last two years, the RIP and Clerk of Court have fine-tuned this arrangement. This has allowed me, the Clerk of Court, more time to focus on collections. If the deputy position is eliminated from the RIP office, the 20 percent reduction in Circuit Court staff will have a ripple effect. I will not be able to spend as much time as I do now calling debtors, working with them in person, setting up payment plans, contacting employers, setting up income assignments, and running data searches to find the information needed for Department of Revenue tax intercept and SDC collections.

Additionally, we now have a new judge. I have talked with Judge McDougal and she is on board with some new-to-us revenue sources, the largest of which are **bond forfeitures**. Following the statutes that allow for it, Judge McDougal will be holding defendants accountable for their missed appearances in court. When she orders warrants for failure-to-appear, she will also be ordering the forfeit of bond. While this is done in most of the state, previous judges in this county hesitated to revoke bond unless the prosecutor requested it. Judges hesitated to forfeit bond on the Court's own motion. While the Judge and I do not know how much money this will generate, we should have a better idea after we do it for the next several months. Conservatively, we estimate \$10,000 per year in new revenue but are hoping the actual figure is much higher.

At any given time, the Clerk of Court manages over 100 bond accounts. Some are small, like \$150. Others are large, as much as \$20,000 or more. How much the county gets from bond forfeitures will depend on how frequently defendants fail to appear and how much money they or others have posted to secure their appearances.

Members of the County Board have asked if the Clerk of Court can generate more revenue. That depends. It depends on whether the board is going to cut a position in the Register in Probate office. If the board cuts a position there or anywhere else in the Circuit Court, the answer is NO.

However, if the board lets the Register in Probate office keep that position, and there remains a total of FIVE people between the two offices of the Circuit Court (Clerk of Court and RIP), then, YES - I do believe the Clerk of Court can generate more revenue. How much more? I don't know. Looking at revenue trends, and seeing how much the Circuit Court has brought in the last couple of years, I think we can safely raise revenue projections by \$30,000-\$50,000, possible more.

STATUS OF 2022 EXPENDITURES...

SEE PAGES 13-14 FOR A SUMMARY OF EXPENDITUES TO-DATE. Pages 15-17 show the detail of the November 2022 expenditures.

Bottom line: We are still well within our budget and hope to stay that way through the end of the year. The thing we cannot control is the amount of attorney fees charged against the county for adversary counsel and guardian ad litem. However, the Clerk of Court works hard to recoup attorney and GAL fees from those who receive these services. These are a large part of her collection efforts, efforts that will be hampered by any cuts to Circuit Court staffing.

Report respectfully compiled and submitted by Stacy S. Kleist, Clerk of Circuit Court

ACS FINANCIAL SYSTEM
11/14/2022 9:13:16
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ^{Oct 31} NOV 30, 2022

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REMAINING BALANCE	PCT
10 GENERAL FUND					
4200 INTERGOVERNMENTAL GRANTS AND					
0000 PROJECT					
4203 ST AID-GAL FEES/CLERK COURT	0.00	0.00	0.00	26,279.00	26,279.00- 9999 -----!!!!
TOTAL: PROJECT	0.00	0.00	0.00	26,279.00	26,279.00- 9999 -----!!!!
TOTAL: INTERGOVERNMENTAL GRANTS AND	0.00	0.00	0.00	26,279.00	26,279.00- 9999 -----!!!!
TOTAL: GENERAL FUND	0.00	0.00	0.00	26,279.00	26,279.00- 9999 -----!!!!

TOTAL Revenue
with 2 months to go:
\$264,634.36

ACS FINANCIAL SYSTEM
11/14/2022 9:05:42
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ ^{Oct 31}

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED BUDGET AND IN PROCESS AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND					
4200 INTERGOVERNMENTAL GRANTS AND					
0000 PROJECT					
4223 ST AID-CIR CT COST APPROP	94,502.12	94,502.12	0.00 54,765.00	39,737.12	57 -----
TOTAL: PROJECT	94,502.12	94,502.12	0.00 54,765.00	39,737.12	57 -----
TOTAL: INTERGOVERNMENTAL GRANTS AND	94,502.12	94,502.12	0.00 54,765.00	39,737.12	57 -----
TOTAL: GENERAL FUND	94,502.12	94,502.12	0.00 54,765.00	39,737.12	57 -----

ACS FINANCIAL SYSTEM
11/14/2022 9:05:46
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ *Oct 31*

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND							
4200 INTERGOVERNMENTAL GRANTS AND							
0000 PROJECT							
4329 ST AID - INTERPRETER REIMB	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL: INTERGOVERNMENTAL GRANTS AND	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL: GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0

ACS FINANCIAL SYSTEM
11/14/2022 9:06:48
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ *Oct 31*

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED BUDGET AND IN PROCESS AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND					
4200 INTERGOVERNMENTAL GRANTS AND					
0000 PROJECT					
4362 CLK OF CRT COOP AGR REIM	0.00	0.00	0.00	1,875.43	1,875.43- 9999 -----!!!!
TOTAL: PROJECT	0.00	0.00	0.00	1,875.43	1,875.43- 9999 -----!!!!
TOTAL: INTERGOVERNMENTAL GRANTS AND	0.00	0.00	0.00	1,875.43	1,875.43- 9999 -----!!!!
TOTAL: GENERAL FUND	0.00	0.00	0.00	1,875.43	1,875.43- 9999 -----!!!!

ACS FINANCIAL SYSTEM
11/14/2022 9:06:00
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ^{Oct 31} NOV 30, 2022

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND							
4400 FINES, FORFEITURES AND PENAL							
0000 PROJECT							
4411 COUNTY ORDINANCE FORFEITURES	40,000.00	40,000.00	4,518.44	35,271.36	4,728.64	88	-----
4412 COUNTY SHARE-STATE FINES & F	18,000.00	18,000.00	305.03	10,034.07	7,965.93	55	-----
TOTAL: PROJECT	58,000.00	58,000.00	4,823.47	45,305.43	12,694.57	78	-----
TOTAL: FINES, FORFEITURES AND PENAL	58,000.00	58,000.00	4,823.47	45,305.43	12,694.57	78	-----
TOTAL: GENERAL FUND	58,000.00	58,000.00	4,823.47	45,305.43	12,694.57	78	-----

ACS FINANCIAL SYSTEM
11/14/2022 9:06:13
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH NOV 30, 2022

0ct 31
RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REMAINING BALANCE	PCT
10 GENERAL FUND					
4400 FINES, FORFEITURES AND PENAL					
0000 PROJECT					
4427 IGNITION INTERLOCK DEVICE	1,300.00	1,300.00	15.78	773.10	526.90 59 -----
4429 BOND FORFEITURES	0.00	0.00	0.00	3,000.00	3,000.00- 9999 -----!!!!
4430 WITNESS FEE REIMBURSEMENT	16.00	16.00	0.00	0.00	16.00 0 -----
4431 SHERIFF SERVICE FEE REIMB	0.00	0.00	0.00	0.00	0.00 0 -----
4433 ATTORNEY FEES REIMBURSEMENT	18,000.00	18,000.00	1,570.20	37,968.08	19,968.08- 210 -----!!!!
4434 JURY FEES REIMBURSEMENT	700.00	700.00	0.00	720.00	20.00- 102 -----
4435 JUVENILE LEGAL FEES REIMB	300.00	300.00	0.00	291.58	8.42 97 -----
4436 INTERPRETER FEES REIMB	0.00	0.00	0.00	2,530.00	2,530.00- 9999 -----!!!!
4442 OCCUPATIONAL DL FEE	80.00	80.00	0.00	0.00	80.00 0 -----
TOTAL: PROJECT	20,396.00	20,396.00	1,585.98	45,282.76	24,886.76- 222 -----!!!!
TOTAL: FINES, FORFEITURES AND PENAL	20,396.00	20,396.00	1,585.98	45,282.76	24,886.76- 222 -----!!!!
TOTAL: GENERAL FUND	20,396.00	20,396.00	1,585.98	45,282.76	24,886.76- 222 -----!!!!

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ACS FINANCIAL SYSTEM
11/14/2022 9:06:21
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ ^{OCT 31}

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
4500 PUBLIC CHARGES FOR SERVICES						
0000 PROJECT						
4514 COURT FEES AND COSTS	73,000.00	73,000.00	6,612.40	76,507.56	3,507.56-	104 -----
TOTAL: PROJECT	73,000.00	73,000.00	6,612.40	76,507.56	3,507.56-	104 -----
TOTAL: PUBLIC CHARGES FOR SERVICES	73,000.00	73,000.00	6,612.40	76,507.56	3,507.56-	104 -----
TOTAL: GENERAL FUND	73,000.00	73,000.00	6,612.40	76,507.56	3,507.56-	104 -----

ACS FINANCIAL SYSTEM
11/14/2022 9:06:27
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ ^{Oct 31}

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND							
4500 PUBLIC CHARGES FOR SERVICES							
0000 PROJECT							
4575 COURT RESTITUTION SURCHARGE	60.00	60.00	0.00	1,152.52	1,092.52-	1920	-----!!!!
TOTAL: PROJECT	60.00	60.00	0.00	1,152.52	1,092.52-	1920	-----!!!!
TOTAL: PUBLIC CHARGES FOR SERVICES	60.00	60.00	0.00	1,152.52	1,092.52-	1920	-----!!!!
TOTAL: GENERAL FUND	60.00	60.00	0.00	1,152.52	1,092.52-	1920	-----!!!!

ACS FINANCIAL SYSTEM
11/14/2022 9:06:32
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30, 2022~~ ^{Oct 31}

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
4500 PUBLIC CHARGES FOR SERVICES						
0206 PROBATE FEES						
4515 REGISTER IN PROBATE - PROBAT	6,000.00	6,000.00	504.75	8,269.52	2,269.52-	137 -----!!!
TOTAL: PROBATE FEES	6,000.00	6,000.00	504.75	8,269.52	2,269.52-	137 -----!!!
TOTAL: PUBLIC CHARGES FOR SERVICES	6,000.00	6,000.00	504.75	8,269.52	2,269.52-	137 -----!!!
TOTAL: GENERAL FUND	6,000.00	6,000.00	504.75	8,269.52	2,269.52-	137 -----!!!

ACS FINANCIAL SYSTEM
 11/14/2022 9:06:37
 LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
 FOR THE PERIOD(S) JAN 01, 2022 THROUGH ~~NOV 30,~~ ^{OCT 31} 2022

RICHLAND COUNTY
 GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT BUDGET AND IN PROCESS	MTD POSTED ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND						
4500 PUBLIC CHARGES FOR SERVICES						
0207 CERTIFICATIONS						
4515 REGISTER IN PROBATE - CERTIF	300.00	300.00	68.00	630.00	330.00-	210 -----!!!!
TOTAL: CERTIFICATIONS	300.00	300.00	68.00	630.00	330.00-	210 -----!!!!
TOTAL: PUBLIC CHARGES FOR SERVICES	300.00	300.00	68.00	630.00	330.00-	210 -----!!!!
TOTAL: GENERAL FUND	300.00	300.00	68.00	630.00	330.00-	210 -----!!!!

ACS FINANCIAL SYSTEM
11/14/2022 9:06:42
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH ^{Oct 31} ~~NOV 30~~, 2022

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT AND IN PROCESS	MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
10 GENERAL FUND							
4800 MISCELLANEOUS REVENUES							
0000 PROJECT							
4812 INTEREST ON CIRCUIT COURT IN	100.00	100.00	5.44	55.22	44.78	55	-----
TOTAL: PROJECT	100.00	100.00	5.44	55.22	44.78	55	-----
TOTAL: MISCELLANEOUS REVENUES	100.00	100.00	5.44	55.22	44.78	55	-----
TOTAL: GENERAL FUND	100.00	100.00	5.44	55.22	44.78	55	-----

ACS FINANCIAL SYSTEM
11/14/2022 9:05:35
LEVEL OF DETAIL 1.0 THRU 4.0

Revenue Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH Oct 31 NOV 30, 2022

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ADOPTED BUDGET	REVISED BUDGET	ANNUAL ACT MTD POSTED ACT YTD POSTED	REMAINING BALANCE	PCT
31 MEDIATION SERVICE FUND					
4100 TAXES					
0000 PROJECT					
4111 GENERAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	0.00	0.00	0.00	0.00	0
TOTAL: TAXES	0.00	0.00	0.00	0.00	0
4400 FINES, FORFEITURES AND PENAL					
0000 PROJECT					
4428 CIRCUIT COURT-MEDIATION FEE	4,000.00	4,000.00	210.00	2,691.92	1,308.08 67 -----
TOTAL: PROJECT	4,000.00	4,000.00	210.00	2,691.92	1,308.08 67 -----
TOTAL: FINES, FORFEITURES AND PENAL	4,000.00	4,000.00	210.00	2,691.92	1,308.08 67 -----
4500 PUBLIC CHARGES FOR SERVICES					
0000 PROJECT					
4536 MARRIAGE LICENSE FEES	1,000.00	1,000.00	0.00	1,820.00	820.00- 182 -----!!!!
TOTAL: PROJECT	1,000.00	1,000.00	0.00	1,820.00	820.00- 182 -----!!!!
TOTAL: PUBLIC CHARGES FOR SERVICES	1,000.00	1,000.00	0.00	1,820.00	820.00- 182 -----!!!!
4900 OTHER FINANCIAL SOURCES					
0000 PROJECT					
4920 TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00 0
4922 TRANSFER FROM CONTINGENCY FU	0.00	0.00	0.00	0.00	0.00 0
TOTAL: PROJECT	0.00	0.00	0.00	0.00	0.00 0
TOTAL: OTHER FINANCIAL SOURCES	0.00	0.00	0.00	0.00	0.00 0
TOTAL: MEDIATION SERVICE FUND	5,000.00	5,000.00	210.00	<u>4,511.92</u>	488.08 90 -----

ACS FINANCIAL SYSTEM
11/14/2022 9:06:54
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH NOV 30, 2022

RICHLAND COUNTY
GL520R-V08.17 PAGE 1

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10 GENERAL FUND							
5121 CIRCUIT COURT							
0000 PROJECT							
5111 SALARIES - REGULAR	152,558.74	0.00	5,960.70	129,005.57	23,553.17	84	-----
5112 SALARIES - PART-TIME	0.00	0.00	0.00	0.00	0.00	0	
5113 SALARIES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0	
5115 TEMPORARY - CASUAL	0.00	0.00	0.00	0.00	0.00	0	
5144 WITNESS FEES	200.00	0.00	0.00	0.00	200.00	0	
5145 PER DIEM COURT REPORTER	300.00	0.00	0.00	64.00	236.00	21	--
5149 RETIREE SK LV/HE INS CONVERS	0.00	0.00	0.00	0.00	0.00	0	
5150 SECTION 125 PLAN-CO SHARE	180.00	0.00	0.00	184.00	4.00-	102	-----
5151 FICA - COUNTY SHARE	11,670.74	0.00	410.81	9,204.51	2,466.23	78	-----
5152 RETIREMENT - COUNTY SHARE	9,916.32	0.00	387.45	8,385.43	1,530.89	84	-----
5153 DENTAL INSURANCE-CO SHARE	2,514.48	0.00	0.00	2,095.50	418.98	83	-----
5154 HEALTH INSURANCE - COUNTY SH	59,555.22	0.00	3,308.60	36,394.60	23,160.62	61	-----
5155 LIFE INSURANCE - COUNTY SHAR	32.02	0.00	2.70	29.55	2.47	92	-----
5161 HEALTH INS REIMBURSEMENT DED	6,000.00	0.00	0.00	1,000.00	5,000.00	16	-
5167 DEFERRED COMP	0.00	0.00	0.00	60.00	60.00-	9999	-----!!!!
5212 ATTORNEY FEES	0.00	0.00	0.00	0.00	0.00	0	
5213 SOFTWARE SUPPORT	0.00	0.00	0.00	0.00	0.00	0	
5214 SOFTWARE SUPPORT	724.00	0.00	0.00	227.58	496.42	31	---
5215 PSYCHOLOGICAL EVALUATION	6,000.00	0.00	0.00	1,600.00	4,400.00	26	--
5216 INTERPRETER FEES	2,500.00	0.00	0.00	2,318.51	181.49	92	-----
5225 TELEPHONE	2,000.00	0.00	0.16	273.49	1,726.51	13	-
5248 SERVICES ON MACHINES	500.00	0.00	0.00	0.00	500.00	0	
5251 TRANSCRIPTS	1,200.00	0.00	0.00	324.00	876.00	27	--
5256 JURY TRIAL EXPENSE	10,000.00	0.00	0.00	2,060.06	7,939.94	20	--
5259 SMALL CLAIMS MEDIATION	2,000.00	0.00	0.00	1,172.00	828.00	58	-----
5311 POSTAGE AND ENVELOPES	6,000.00	0.00	0.00	3,762.03	2,237.97	62	-----
5315 COPY PAPER AND EXPENSE	1,900.00	0.00	0.00	1,264.10	635.90	66	-----
5319 OFFICE SUPPLIES & COMPUTER S	2,000.00	0.00	0.00	1,307.21	692.79	65	-----
5321 LAW LIBRARY	1,200.00	0.00	0.00	153.00	1,047.00	12	-
5323 CLEAR (ON-LINE DATA SEARCH)	1,400.00	0.00	0.00	1,224.46	175.54	87	-----
5324 DUES	125.00	0.00	0.00	125.00	0.00	100	-----
5326 ADVERTISING	200.00	0.00	0.00	0.00	200.00	0	
5334 REGISTRATION	170.00	0.00	0.00	270.00	100.00-	158	-----!!!!
5335 MEALS	100.00	0.00	84.86	148.06	48.06-	148	-----!!!!
5336 LODGING	640.00	0.00	0.00	516.00	124.00	80	-----
5339 MILEAGE	700.00	0.00	0.00	327.42	372.58	46	----
5819 NEW EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00	100	-----
5906 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	374.18-	374.18	9999	-----!!!!
5970 CONTRACT SERVICES	0.00	0.00	0.00	275.00	275.00-	9999	-----!!!!
5998 DEFICIENCY APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0	
5999 BILLS-NO-LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: PROJECT	283,286.52	0.00	10,155.28	204,396.90	78,889.62	72	-----

0103 GAL FEES CHAPTER 48 & 938

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ACS FINANCIAL SYSTEM
11/14/2022 9:06:54
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline
FOR THE PERIOD(S) JAN 01, 2022 THROUGH Nov 30, 2022

RICHLAND COUNTY
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Nov 14

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10 GENERAL FUND							
5121 CIRCUIT COURT							
0103 GAL FEES CHAPTER 48 & 938							
5212 ATTORNEY-GAL FEES	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: GAL FEES CHAPTER 48 & 938	0.00	0.00	0.00	0.00	0.00	0	
0104 GAL FEES CH 51, 54, & 55							
5212 ATTORNEY-GAL FEES	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: GAL FEES CH 51, 54, & 55	0.00	0.00	0.00	0.00	0.00	0	
0106 GAL FEES CHAPTER 767							
5212 ATTORNEY-GAL FEES	34,000.00	0.00	0.00	24,435.74	9,564.26	71	-----
TOTAL: GAL FEES CHAPTER 767	34,000.00	0.00	0.00	24,435.74	9,564.26	71	-----
0112 N/F COURT COMMISSIONER							
5212 ATTORNEY-N/F COURT COMMISSNR	2,000.00	0.00	0.00	3,280.50	1,280.50-	164	-----!!!!
TOTAL: N/F COURT COMMISSIONER	2,000.00	0.00	0.00	3,280.50	1,280.50-	164	-----!!!!
0114 GAL FEES							
5212 ATTORNEY-GAL FEES	1,500.00	0.00	0.00	2,177.50	677.50-	145	-----!!!!
TOTAL: GAL FEES	1,500.00	0.00	0.00	2,177.50	677.50-	145	-----!!!!
0116 DEAN FEES							
5212 ATTORNEY-DEAN FEES	40,000.00	0.00	0.00	54,808.44	14,808.44-	137	-----!!!
TOTAL: DEAN FEES	40,000.00	0.00	0.00	54,808.44	14,808.44-	137	-----!!!
0118 LAW CLERK							
5212 ATTORNEY-LAW CLERK	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: LAW CLERK	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: CIRCUIT COURT	360,786.52	0.00	10,155.28	289,099.08	71,687.44	80	-----
TOTAL: GENERAL FUND	360,786.52	0.00	10,155.28	289,099.08	71,687.44	80	-----

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Disbursement History Report

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID F 9 BX M BANK	LINE FUND	ACCOUNT NAME & ACCOUNT
25848	09/26/22	.31045	REICHERT/TRAVIS D MILEAGE	12.24CR	MILEAGE		M-100522-541	00001	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
25848	09/26/22	.31045	REICHERT/TRAVIS D PER DIEM	16.00CR	PER DIEM		M-100522-541	00002	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
				28.24CR	*CHECK TOTAL				
26233	10/05/22	.31045	REICHERT/TRAVIS D REISSUE CH#25848	12.24	MILEAGE		D-100522-540	00001	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
26233	10/05/22	.31045	REICHERT/TRAVIS D REISSUE CH#25848	16.00	PER DIEM		D-100522-540	00002	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
				28.24	*CHECK TOTAL				
26338	10/11/22	8035	DADOUN LAW LLC 10/10 20CF74	7,860.00	20CF74		D-101122-562	00019	ATTORNEY-DEAN FEES
							N 01	WF52	10.5121.0116.5212
26340	10/11/22	6256	LARSON/JAMES T 09/21 12FA09	220.00	12FA09		D-101122-562	00014	INTERPRETER FEES
							N 01	WF52	10.5121.0000.5216
26342	10/11/22	6171	RUSSELL LAW OFFICES SC 10/06 12FA9	174.23	12FA9		D-101122-562	00018	ATTORNEY-GAL FEES
							N 01	WF52	10.5121.0106.5212
26344	10/11/22	2593	CENTURYLINK COMMUNICATIO 10/01 612285995	0.16	612285995		D-101122-566	00005	TELEPHONE
							-	WF52	10.5121.0000.5225
26448	10/13/22	6167	US BANK NATIONAL ASSOCIA 09/13 5331	45.10	5331		D-101122-563	00039	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
26448	10/13/22	6167	US BANK NATIONAL ASSOCIA 09/13 5462	140.00	5462		D-101122-563	00040	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
26448	10/13/22	6167	US BANK NATIONAL ASSOCIA 09/13 5814	140.00	5814		D-101122-563	00038	JURY TRIAL EXPENSE
							-	WF52	10.5121.0000.5256
				325.10	*CHECK TOTAL				
26492	10/17/22	1221	DATATEK IMAGING LLC 9/30 AC/025-1386994-000	93.90	32538880		D-101722-578	00043	COPY PAPER AND EXPENSE
							-	WF52	10.5121.0000.5315
26496	10/17/22	648	SHOPPING NEWS INC 9/30 AC/21331	545.43	092221331		D-101722-578	00044	POSTAGE AND ENVELOPES
							-	WF52	10.5121.0000.5311
26502	10/17/22	916	WEST PAYMENT CENTER 10/01 AC/1004012534	122.94	847108803		D-101722-578	00052	CLEAR (ON-LINE DATA SE
							-	WF52	10.5121.0000.5323
26658	10/20/22	1055	ANGEL & ANGEL S C 10/01 14765	28.00	14765		D-102022-595	00016	ATTORNEY-N/F COURT COM
							N 01	WF52	10.5121.0112.5212
26663	10/20/22	903	COTTINGHAM & BUTLER CLKOCRTCD RECLASS 2022	275.00	RECLASS 2022		D-102022-595	00034	CONTRACT SERVICES
							-	WF52	10.5121.0000.5970
26664	10/20/22	2989	FILIPIAK/FAY MARIE 10/16 20220725	320.00	20220725		D-102022-595	00017	INTERPRETER FEES
							N 01	WF52	10.5121.0000.5216

Disbursement History Report

CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM PROJECT	INVOICE	PO#	SOURCE/JE/ID F 9 BX M BANK FUND	LINE	ACCOUNT NAME & ACCOUNT
26665	10/20/22	1575	TECH COM, INC 10/20 597700	36.13		597700		D-102022-595 -	00038	TELEPHONE WF52 10.5121.0000.5225
26689	10/25/22	1055	ANGEL & ANGEL S C 10/14 21CM111	1,914.23		21CM111		D-102522-605 N 01	00029	ATTORNEY-DEAN FEES WF52 10.5121.0116.5212
26689	10/25/22	1055	ANGEL & ANGEL S C 10/20 21CM180	1,550.48		21CM180		D-102522-605 N 01	00030	ATTORNEY-DEAN FEES WF52 10.5121.0116.5212
				3,464.71	*CHECK TOTAL					
26691	10/25/22	6027	CARITAS LAW LLC 10/14 22CF79	998.27		22CF79		D-102522-605 N 01	00018	ATTORNEY-DEAN FEES WF52 10.5121.0116.5212
26693	10/25/22	6131	CURRAN, HOLLENBECK & ORT 10/17 11PA1PJ	1,053.60		11PA1PJ		D-102522-605 N 01	00020	ATTORNEY-GAL FEES WF52 10.5121.0106.5212
26694	10/25/22	8035	DADOUN LAW LLC 10/19 21CT32	530.00		21CT32		D-102522-605 N 01	00027	ATTORNEY-DEAN FEES WF52 10.5121.0116.5212
26699	10/25/22	1511	KAMPS/ATTORNEY RACHEL A 09/20 22SC123,135,161	258.00		22SC123		D-102522-605 N 01	00028	SMALL CLAIMS MEDIATION WF52 10.5121.0000.5259
26700	10/25/22	4478	LONGACRE/ADRIAN W 10/13 22CM08	830.00		22CM08		D-102522-605 N 01	00019	ATTORNEY-DEAN FEES WF52 10.5121.0116.5212
26722	10/28/22	1055	ANGEL & ANGEL S C 10/25 2015FA000116	2,100.00		15FA116		D-102822-618 N 01	00009	ATTORNEY-GAL FEES WF52 10.5121.0106.5212
26792	11/08/22	2593	CENTURYLINK COMMUNICATIO 11/01 616367214	0.16		616367214		D-110822-653 -	00025	TELEPHONE WF52 10.5121.0000.5225

ACS FINANCIAL SYSTEM
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Disbursement History Report
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RICHLAND COUNTY
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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID	LINE	ACCOUNT NAME F 9 BX M BANK FUND & ACCOUNT
REPORT TOTALS:				19,235.63					

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RICHLAND COUNTY BASIC PLAN

I. INTRODUCTION

A. Purpose of the Richland County Emergency Response Plan:

The Richland County Emergency Response Plan (RCERP) is a comprehensive all-hazards plan developed by the authority of [Chapter 323](#) of the Wisconsin Statutes, which provides for a countywide program of emergency management. **Attachment 9 (Legal Basis)** identifies additional legal authorities relevant to the RCERP.

As a home rule state, Wisconsin recognizes that the safety and well-being of every resident of every jurisdiction in the State is the responsibility of the senior elected officials at the lowest level of government affected by an emergency. It is the premise of this plan that all levels of government share the responsibility for working together in preventing, preparing for, responding to, and recovering from the effects of an emergency or disaster incident.

Together with relevant state and federal law and with its supporting plans and documents, this plan:

1. Facilitates the protection of lives, property, and the environment in major disasters of any nature.
2. Coordinates support to local governments as requested for disaster response, damage assessment, identification of mitigation opportunities, and implementing recovery efforts.
3. Coordinates the supporting plans outlined in **Attachment 3**.
4. Provides emergency management policy for administration officials, agency managers, and emergency managers before, during, and after a disaster.
5. Supersedes all Richland County emergency response and operations plans promulgated prior to the publication of this plan.

II. SCOPE

This plan considers the emergencies and disasters likely to occur in Richland County and describes the:

- A. Responsibilities delineated by state and federal law, regulation, administrative rule, executive order, and policy.
- B. Roles and responsibilities of state agencies and their relationship to local, county, tribal, federal, volunteer agencies, and private sector partners involved in emergency management.
- C. Functions and activities necessary to implement the National Preparedness System's five mission areas: Prevention, Protection, Mitigation, Response, and Recovery.

RICHLAND COUNTY BASIC PLAN

- D. Sequences and processes that trigger phases and levels of emergency activation.
- E. Use of government, private sector, and volunteer resources during emergencies.
- F. Application of information collected or recorded, decisions made, and procedures developed in the planning process, during response, and in the after-action review following emergency operations or training events.

III. PLANNING ASSUMPTIONS

Emergency management in Richland County operates utilizing an all-hazards planning approach which includes mitigation, preparedness, response and recovery from major incidents. Several hazards pose a threat, significant in frequency, magnitude or both, to the lives, property and/or environment in the Richland County. These hazards include: tornadoes; downbursts and other violent storms; floods; ice storms; drought; fires; hazardous material releases to the air, ground or water during transportation or at fixed locations; aircraft crashes; civil disturbances; terrorism; and energy issues such as major power failures and peak oil concerns. Other scenarios not readily identifiable may pose significant threats to Richland County as well. Consequences of disasters could include, but are not limited to: mass casualties; disruption of power, fuel, communications, water and other vital services; damage and destruction of homes, facilities, vehicles and other property; damage to infrastructure; contamination of people, food, water, property or the environment; looting and other disruption of law and order; disruption of government functions; and economic and financial disruption. Governments have the legal and moral duty to protect the lives, property and environment within their jurisdictions.

- A. Hazard specific planning documents, such as those listed below, may need to be used in conjunction with the ERP:
 - Richland County All Hazards Mitigation Plan
 - Richland County Strategic Hazardous Materials Plan
 - Richland County THIRA
- B. General Authority: This plan is developed, promulgated, and maintained pursuant to State and Federal statutes, regulations, and guidance as outlined in **Attachment 9, (Legal Basis)**.

Per Wisconsin State Statute Chapter 323, Richland County and municipal governments will appoint an Emergency Management Director, develop and update emergency plans and participate in training and exercising. The Richland County Emergency Management office is the coordinating agency.

RICHLAND COUNTY BASIC PLAN

IV. CONCEPT OF OPERATIONS

A. Phases of Emergency Management

1. Mitigation Activities

Mitigation includes activities which reduce or eliminate long-term risk to people, property, environment and the economy from natural and technological hazards.

2. Preparedness Activities

Preparedness activities serve to develop the response capabilities that may be needed if an emergency does occur. Planning and training are among the activities conducted in preparation of such events. Other examples include the development of warning and communication systems and mutual-aid agreements, as well as conducting exercises.

Exercises are conducted to identify deficiencies in plans and determine appropriate corrective action recommendations.

3. Response Activities

Response is the process of providing coordinated emergency services during a crisis. These activities help reduce casualties and damage and speed recovery. Response activities include activation of warning systems, implementing plans, firefighting activities, rescue operations, evacuation and sheltering, etc.

4. Recovery Activities

Recovery is both a short-term and long-term process. Short-term operations seek to restore vital and essential services to a community and provide for the individual needs of the public.

Long-term recovery, on the other hand, focuses on restoring the community as a whole to a normal or near-normal state. The recovery period is a perfect opportunity to institute mitigation measures in an attempt to alleviate the effects of disasters that may occur in the future.

Examples of recovery activities include the provision of shelter and food; restoration of utilities; restoration of government services; crisis counseling programs; and damage/disaster insurance, loans, and grants.

B. Levels of Activation

Local governments and other county organizations may inform Richland County Emergency Management (RCEM) when disasters are occurring and if there is a request for a County response. Upon notification, RCEM will initiate a graduated program of four response levels depending on the situation. Each level of response corresponds to the activation levels in the State Basic Plan. These levels are based on increasing levels of damage from minor to massive. During “fast-breaking” events, initial activation levels will be time-compressed and concurrent.

RICHLAND COUNTY BASIC PLAN

The activities listed under each level of activation are suggested guidelines for appropriate actions and staffing at that level. Actual activities and staffing will be determined by the County Administrator and/or Emergency Management Director at the time of activation.

Level 4 Pre-Activation

- Initial reports of response activity received by County Emergency Management.
- Initial reports of scope of incident and early damage estimates.
- Situation report provided to Regional Director or State Duty Officer.
- Situation closed or Level 3 activated.

Level 3 Activation (Minor)

- Regional Director requests a Uniform Disaster Situation Report (UDSR).
- Partial activation of the EOC begins.
 - Emergency Management
 - Operations Section
 - Public Information
 - County Administrator
- Limited State resources requested (e.g. Regional Response Team, Bomb disposal unit).
- County/Local declaration of State of Emergency may occur.
- Regional Director on scene as State Liaison to County EOC
- Situation closed or escalation to Level 2.

Level 2 Activation (Moderate)

- Full activation of the County EOC.
 - Emergency Management
 - Public Information
 - County Administrator
 - Operations, Planning, Logistics/Finance, Information, Intelligence and Command Staff
 - Chief Elected Officials
- State ESF counterparts are activated and liaison with County for resources.
- County/Local have declared a State of Emergency and requested federal assistance.
- Situation de-escalates and short-term recovery planning begins or escalation to Level 1.

Level 1 Activation (Massive)

- State/Federal Declaration of State of Emergency.
- Expansion of County EOC to include State and/or Federal ESF liaison.
- Deployment of State and/or Federal ESF assets.
- Prepare for long-term recovery operations.
- Begin preparation of demobilization plan for operational assets.

RICHLAND COUNTY BASIC PLAN

C. Response

1. Richland County government has primary responsibility for supporting the response activities of local units of government by:
 - a. Providing initial response resources and drawing additional resources (i.e., mutual aid agreements) from within and outside Richland County when local/County resources are exhausted ([s323.15 \(1\)\(b\) and s323.15\(4\), Wis. Stats.](#)) This is accomplished by activating the appropriate ESF(s) within the ERP.
 - b. Notifying the state of the incident where statutes require and requesting assistance as needed.
 - c. Providing a line of succession of key government officials.
 - d. Maintaining accurate records of disaster-related activities and expenses.
 - e. Compiling damage assessment figures reported by damage assessment teams and local units of government.
2. State government provides support upon Richland County request in disaster response by:
 - a. Activating the State Emergency Operations Center (SEOC) when necessary.
 - b. Supplementing resources when they are exhausted or providing specialized services not available. Services may be provided by private contractors or through various mutual aid agreements.
 - c. Keeping informed and maintaining accurate records of disaster-related activities and expenses.
 - d. Compiling information collected through the damage assessment process and requesting assistance from appropriate Federal agencies.
 - e. Requesting National Guard support see **Attachment 7**.
3. Federal government provides support upon State request in disaster response by:
 - a. Providing assistance through the National Response Framework.

RICHLAND COUNTY BASIC PLAN

- b. Providing disaster assistance under the Stafford Act and other federal authorities.

D. Recovery

- 1. Richland County government priorities for recovery may include but are not limited to:

- a. Determining with local units of government, recovery priorities and implementation strategies such as:

- 1) Restoring essential services to the community.
- 2) Assigning personnel, obtaining additional assistance and managing volunteers and donated resources.
- 3) Coordinating access to the disaster area.
- 4) Coordinating restoration activities (i.e., re-entry.)
- 5) Identifying short- and long-term health/mental health impacts and determining how to address them.
- 6) Identifying and implementing mitigation opportunities where feasible.
- 7) Addressing the long-term economic impacts of the disaster.

- b. Continuing with the damage assessment process.

- c. Assisting local units of government with submitting disaster assistance applications.

- 2. State government priorities for recovery include but are not limited to:

- a. Supporting Richland County restoration activities by providing basic guidance, conflict resolution, and specialized resources as well as requesting additional resources from federal government/private contractors.

- b. Assisting the local/Richland County government with the damage assessment process.

- c. Supporting the Richland County government with identifying and addressing short- and long-term impacts (e.g., health, mental health, mitigation and economic.)

RICHLAND COUNTY BASIC PLAN

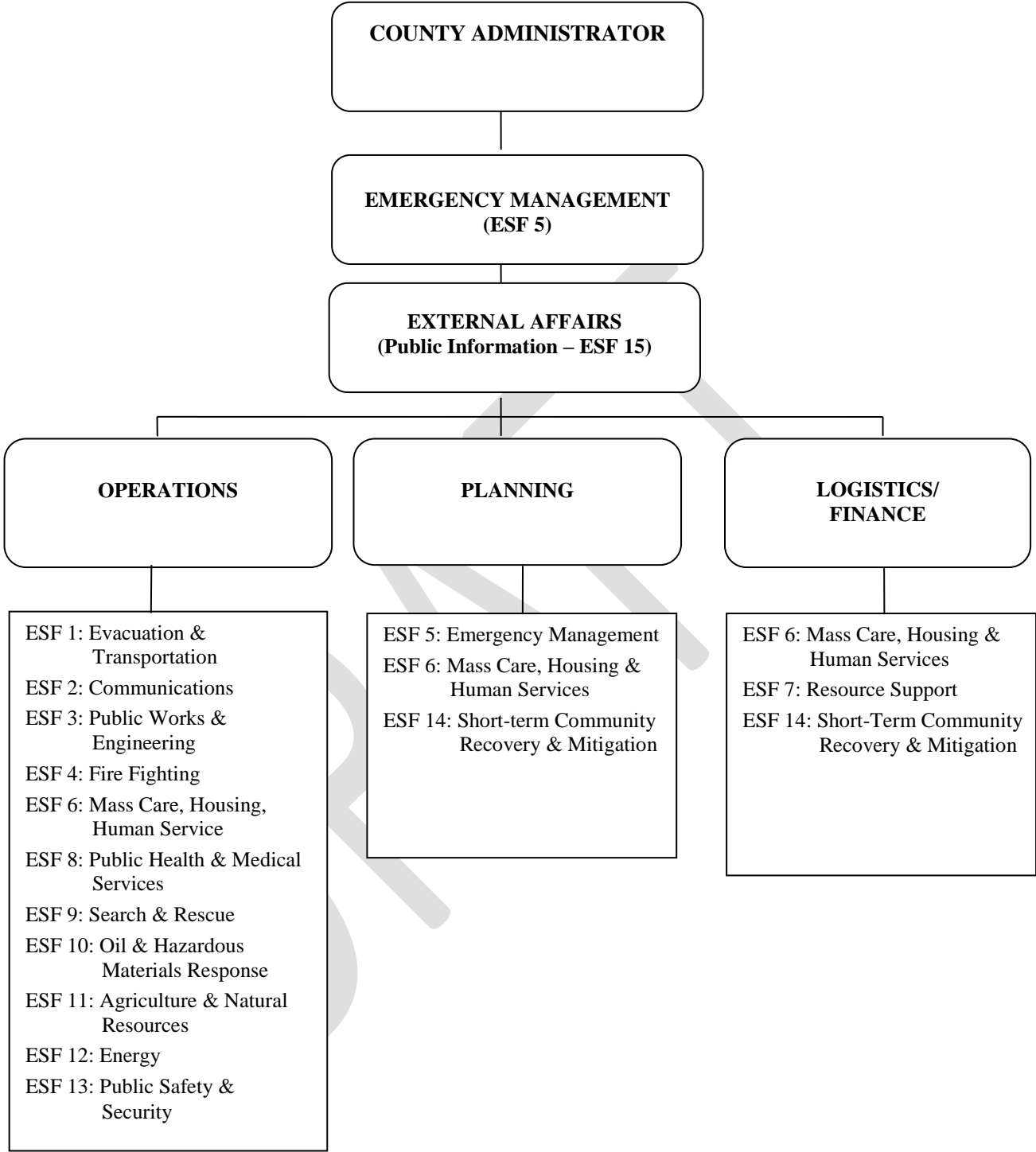
- d. Coordinating with the federal government to deliver disaster assistance under the Stafford Act and other federal authorities.
3. Federal government priorities for recovery include but are not limited to:
 - a. Coordinating federal assistance under the Stafford Act and other federal authorities.
 - b. Providing specialized resources not previously available in accordance with state policy through the Emergency Support Function (ESF) of the National Response Framework (NRF).
 - c. Supporting Richland County/local and state long-term recovery efforts.

V. ORGANIZATION OF EMERGENCY RESPONSE PLAN

The Richland County ERP describes specific authorities and tasks outlined within each ESF for managing incidents that range from serious to catastrophic that occur within the county. Within the ERP, the term “response” includes actions to save lives, protect property and the environment, stabilize the incident, and meet basic human needs following an incident. Response also includes the execution of emergency plans and actions to enable recovery. During the recovery phase, all County agencies are expected to support continuing operations with equipment and staff.

1. Transportation
2. Communications and Warning
3. Public Works and Engineering
4. Firefighting
5. Emergency Management
6. Mass Care, Emergency Assistance, Housing and Human Services
7. Resource Support
8. Health and Medical Services
9. Search and Rescue
10. Oil and Hazardous Materials Response
11. Agriculture and Natural Resources
12. Energy
13. Public Safety and Security
14. Short-Term Community Recovery and Mitigation
15. External Affairs [PIO]

RICHLAND COUNTY BASIC PLAN



RICHLAND COUNTY BASIC PLAN

Table 1: ESF Overview

ESF	Title	Scope
ESF 1	Transportation	<ul style="list-style-type: none"> • Traffic control • Transportation systems and resources allocation • Infrastructure repair
ESF 2	Communications and Warning	<ul style="list-style-type: none"> • Development, maintenance, restoration, and utilization of local and private sector emergency communications assets • Countywide alert and warning mechanisms and procedures
ESF 3	Public Works and Engineering	<ul style="list-style-type: none"> • Building inspection and condemnation • Debris removal
ESF 4	Firefighting	<ul style="list-style-type: none"> • Resource support to rural and urban firefighting operations • Resource support to wildland fire operations
ESF 5	Emergency Management	<ul style="list-style-type: none"> • Collection, analysis, and distribution of information about potential or actual emergencies to enhance the response and recovery activities of the county • Direction and control of county personnel and resources in support of local emergency management in prevention, protection, mitigation, response, and recovery • Most applicable to county agencies and volunteer organizations that staff the EOC during activation
ESF 6	Mass Care, Emergency Assistance, Housing and Human Services	<ul style="list-style-type: none"> • Mass care, including persons with access and functional needs and household pets • Disaster survivor services • Behavioral health services, including crisis counseling and disaster case management (when applicable)
ESF 7	Resource Support	<ul style="list-style-type: none"> • Resource acquisition • Logistical coordination of the movement of resources • Coordination of resource staging areas • Donation and volunteer management
ESF 8	Health and Medical Services	<ul style="list-style-type: none"> • Public health • Medical support activities • Mortuary services
ESF 9	Search and Rescue	<ul style="list-style-type: none"> • Search for missing persons and downed aircraft • Extrication of trapped accident victims
ESF 10	Oil and Hazardous Materials Response	<ul style="list-style-type: none"> • Technical response to non-radioactive hazardous materials incidents • Technical response to actual or impending releases of radiological materials

RICHLAND COUNTY BASIC PLAN

ESF 11	Agriculture and Natural Resources	<ul style="list-style-type: none">• Animal and plant disease and pest response• Animal disaster response• Food safety and security• Natural and cultural resources as well as historic properties protection and restoration• Emergency food distribution
ESF 12	Energy	<ul style="list-style-type: none">• Provision of emergency utilities to critical facilities• Energy infrastructure assessment, repair, and restoration
ESF 13	Public Safety and Security	<ul style="list-style-type: none">• Traffic and crowd control• Public safety and security support• Correctional facility and resource security• Evacuation
ESF 14	Short-Term Community Recovery and Mitigation	<ul style="list-style-type: none">• Social and economic community impact assessment• Community recovery assistance to the municipal and county units of government along with private sector businesses, individuals and families• Mitigation analysis and program implementation
ESF 15	External Affairs	<ul style="list-style-type: none">• Emergency public information• Emergency preparedness and protective action instructions• Media and community relations

RICHLAND COUNTY BASIC PLAN

Emergency Support Functions

ESF 1 – Transportation

The Transportation Support Function within the county emergency organization operates primarily as a coordinating group. This group ensures all roads and conduits into and out of an affected area remain open, and that the traffic allowed into those areas is coordinated in a manner that prevents bottlenecks and gridlock, which would prevent needed emergency assistance reaching those areas that need it.

Joint Lead Agencies – Richland County Sheriff's Department, Richland County Highway Department

Support Agencies – Richland County Emergency Management, Richland County LEPC

Scope

- Traffic control
- Coordinate civil transportation support
- Maintain transportation safety
- Restore local transportation infrastructure
- Movement control
- Infrastructure repair
- Transportation systems and resource allocation

ESF 2 – Communications and Warning

The Communications Support Function is responsible for the development, maintenance, restoration and utilization of county, local and private sector communications assets during emergencies. This includes the radio systems owned and operated by county agencies, amateur radio networks, as well as the local and long-distance telephone systems connecting the federal, state, local and private sector resources that might be needed in an emergency.

The Communications ESF function is also responsible for the issuance of warning information regarding impending hazards, as well as the maintenance of warning networks which might be used by the county and local governments in an emergency (i.e., the conceptual networks—the actual networks themselves (e.g., radio equipment, etc.) They are maintained by the owner/operators of the systems servicing the county. This includes the EAS, NOAA Weather Radio system, NAWAS and other warning systems in place throughout the state.

Joint Lead Agencies – Richland County Emergency Management, Richland County Sheriff's Department

Support Agencies – ARES/RACES, Richland County MIS

Scope

- Development, maintenance, restoration, and utilization of local, state, tribal, and private sector emergency communications assets
- Statewide alert and warning mechanisms and procedures

RICHLAND COUNTY BASIC PLAN

- Coordinate with telecommunications industry
- Coordinate restoration/repair of telecommunications infrastructure
- Coordinate the protection, restoration, and containment of local cyber and information technology infrastructure
- Provide 24-hour warning capabilities and procedures
- Promote communication interoperability

ESF 3 - Public Works and Engineering

The Public Works and Engineering Support Function describes how the County will assist the municipalities with providing public works services; assessing the damage to infrastructure and buildings; debris removal; restoring and maintaining essential services and providing technical assistance through specialized personnel, equipment and supplies.

Lead Agency – Richland County Highway Department

Support Agencies – Richland County Emergency Management, Richland County Zoning, Richland County Land Conservation

Scope

- Building inspection and condemnation
- Infrastructure protection and emergency repair
- Infrastructure restoration
- Engineering services, construction management
- Critical infrastructure liaison

ESF 4 – Firefighting

The Firefighting Support Function outlines the duties and responsibilities of local fire departments in fire prevention, fire detection and suppression.

Lead Agency –Richland County Forestry Unit – Wisconsin DNR

Support Agencies – Richland County Emergency Management, Richland County Sheriff's Department, MABAS Division 150, Richland County Fire Chiefs Mutual Aid Assoc, Salvation Army, American Red Cross

Scope

- Coordinate and conduct firefighting activities on local/state lands
- Provide resource support to wildland fire operations
- Provide resource support to rural and urban firefighting operations

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ESF 5 – Emergency Management

The Emergency Management Support Function addresses the need to collect, analyze, and share information about a potential or actual emergency or disaster to enhance the response and recovery activities of the county. This ESF is most applicable to the County and local agencies and volunteer organizations that commonly report to the EOC during activation.

Lead Agency – Richland County Emergency Management

Support Agencies – Richland County LEPC, Richland County Administrator, Richland County Zoning, Richland County Conservation Wardens – Wisconsin DNR, ARES/RACES, Richland County Human Services

Scope

- Collection, analysis, and distribution of information about potential or actual emergencies to enhance the response and recovery activities of the County
- Direction and control of County personnel and resources in support of the affected local municipality in prevention, protection, mitigation, response, and recovery activities
- Most applicable to County and local agencies and volunteer organizations that staff the EOC during activation
- Coordination of incident management efforts
- Issuance of mission assignments to support the Incident Commander
- Resource management
- Incident action planning
- Financial management

ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services

ESF 6 is subdivided into the following three sub-functions:

1. Shelter and Mass Care Operations

This sub-function coordinates the County assistance in sheltering, feeding and caring for victims of disaster, including special needs populations.

2. Disaster Victim Services

This sub-function provides assistance to victims in locating relatives (and vice versa) through the Disaster Welfare Inquiry System, the restoration of mail delivery, the use of amateur radio networks to deliver essential and important communications, etc. Crisis Counseling services are also addressed within this sub-function.

3. Crisis Intervention Support (CIS)

This sub-function coordinates the provision of CIS to emergency workers who have worked in the tense environment of a major disaster. This includes state and local personnel.

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Lead Agency – Richland County Human Services

Support Agencies – Richland County Emergency Management, Richland County Public Health, Richland County Coroner, Emergency Medical Services, ADRC of Eagle Country, Salvation Army, American Red Cross, Richland County Sheriff's Department

Scope

- Mass care, including persons with access and functional needs and household pets
- Disaster housing
- Disaster survivor services
- Human services
- Disaster Victim Services
- Crisis Counseling Services
- Behavioral health services, including crisis counseling and disaster case management (when applicable)

ESF 7 – Resource Support

ESF 7 is subdivided into the following three sub-functions:

1. Logistics

This sub-function coordinates the actual movement of resources into areas where a need exists. This includes the warehousing and tracking of resources, the packaging and loading and subsequent transportation of resources to affected areas, and the disposal of used and/or unused resources following a disaster.

2. Resources Management

This sub-function outlines the acquisition process of all types of resources “needed” following a disaster. This logistics group will make arrangements to purchase needed resources if it is determined the County does not have the resources itself to supply a requirement in the field. This group handles the payment of debts and other encumbrances generated as a result of the emergency as well.

3. Staging Areas

This sub-function coordinates the activation and utilization of county-operated staging areas and marshaling points during emergency situations. To prevent a rapid and overwhelming influx of resources into affected areas, staging areas are utilized as temporary marshaling sites for collecting and gradually directing emergency resources into those areas.

RICHLAND COUNTY BASIC PLAN

Lead Agency – Richland County Emergency Management
Support Agency – Richland County Administrator

Scope

- Resource acquisition
- Logistical coordination of the movement of resources
- Coordination of resource staging areas
- Donations and volunteer management
- Resource support (facility space, office equipment and supplies, contracting services, etc.)
- Identify logistics management
- Coordination, activation and utilization of staging areas

ESF 8 – Health & Medical Services

ESF 8 is divided into the following three sub-functions:

1. Emergency Medical Services

This sub-function coordinates the provision of EMS assistance at the local level following a disaster, including the movement of medical resources into disaster areas. This includes ground and aero-medical evacuation of patients as necessary from affected areas and interface with the Office of Preparedness and Emergency Health Care and Healthcare Emergency Readiness Coalition Region 5.

2. Public Health

This sub-function addresses the public health ramifications associated with a particular emergency. This includes manning shelters, first aid/clinic operations, restoring public health functions, defining the epidemiology of the disaster (including the collection and maintenance of statistical data), the administration of vaccinations and immunizations, the determination of potential health effects associated with debris accumulation, pollution, hazmat releases, etc.

3. Crisis Intervention Support (CIS)

This sub-function coordinates the provision of CIS to emergency workers who have worked in the tense environment of a major disaster. This includes state and local personnel.

Joint Lead Agencies – Richland County Public Health, Emergency Medical Services

Support Agencies – Richland County Emergency Management, Richland County Human Services, Richland County Coroner, Richland County Sheriff's Department, American Red Cross

RICHLAND COUNTY BASIC PLAN

Scope

- Public health
- Medical support activities
- Mental health services
- Mortuary services
- Crisis Intervention

ESF 9 – Search and Rescue

The Search and Rescue Support Function provides guidance on the integration and coordination of personnel and resources during a missing persons response. This includes urban search and rescue problems generated as a result of persons lost in wooded or other environments, the search for downed aircraft, the extrication of accident victims, collapsed structures, etc. This Support Function also provides the interface with state agencies and the Federal Urban Search and Rescue Teams.

Joint Lead Agencies – Richland County Sheriff's Department, Richland County
Emergency Management

Support Agencies – Richland County Fire Chiefs Mutual Aid Assoc, Richland County
Zoning, Richland County Forestry Unit – Wisconsin DNR, Richland
County Conservation Wardens – Wisconsin DNR, MABAS Division
150, Emergency Medical Services, ARES/RACES

Scope

- Life-saving assistance
- Search for missing persons and downed aircraft
- Extrication of trapped accident victims
- All-terrain search and rescue

ESF 10 – Oil and Hazardous Materials Response

The Oil and Hazardous Materials Response Support Function is responsible for the identification of, training on, and response to hazardous substances or materials in the jurisdiction.

Joint Lead Agencies –Richland County LEPC, Richland County Emergency
Management

Support Agencies – Vernon County HazMat, Richland County Fire Chiefs Mutual Aid
Assoc, Richland County Public Health, Richland County Sheriff's
Department, Richland County Highway Department, Richland
County Forestry Unit - Wisconsin DNR, Richland County
Conservation Wardens – Wisconsin DNR, MABAS Division 150,
Emergency Medical Services

RICHLAND COUNTY BASIC PLAN

Scope

- Oil and hazardous materials (chemical, biological, radiological, etc.) response
- Technical response to non-radioactive hazardous materials incidents
- Technical response to actual or impending releases of radiological materials
- Environmental safety and short- and long-term cleanup

ESF 11 – Agriculture and Natural Resources

The Agriculture and Natural Resources Support Function is responsible for securing food needed for the feeding of victims and emergency workers in affected areas. Additionally, this Function also defines responsibility for assessment and implementation of protective action associated with potential harmful effects upon the county's food supply as the result of a disaster.

Lead Agency – Extension Richland County

Support Agencies – Richland County Emergency Management, Richland County Public Health, Richland County Forestry Unit - Wisconsin DNR, Richland County Conservation Wardens – Wisconsin DNR

Scope

- Food resources
- Food safety and security
- Animal and plant disease and pest response
- Animal disaster response
- Emergency food distribution
- Natural and cultural resources as well as historic properties protection and restoration

ESF 12 – Energy

The Energy Support Function is concerned with the restoration of the utility (electrical and gas) infrastructure following a disaster, as well as the provision of temporary emergency power capabilities to critical facilities until such time as a permanent restoration is accomplished.

Lead Agency – Richland County Emergency Management

Support Agency – Richland County LEPC

Scope

- Energy infrastructure assessment, repair, and restoration
- Provision of emergency utilities to critical facilities
- Energy industry utilities coordination
- Energy forecast

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ESF 13 – Public Safety and Security

The Public Safety and Security Support Function integrates County and local law enforcement capabilities and resources to support the range of incident management activities associated with major incidents within the County/local jurisdiction. It contains the means for providing assets in support of incident management, force and critical infrastructure protection and public safety.

Lead Agency – Richland County Sheriff's Department

Support Agencies – Richland County Conservation Wardens – Wisconsin DNR,
Richland County Emergency Management, Richland County
Highway Department, MABAS Division 150, Richland County Fire
Chiefs Mutual Aid Assoc

Scope

- Correctional facility and resource security
- Security planning and technical and resource assistance
- Public safety/security support
- Support to access, traffic, and crowd control
- Evacuation

ESF 14 – Short-term Community Recovery and Mitigation

ESF 14 is divided into the following two sub-functions:

1. Assistance Programs

This sub-function is the mechanism through which the County receives and coordinates state and federal disaster relief assistance to victims in the affected areas. Assistance could include the Individual & Households Program, the Small Business Administration's loan programs, the administration of unemployment compensation, and various other disaster relief programs available for both declared and non-declared disasters.

2. Recovery and Reconstruction Programs

This sub-function addresses the necessary steps to create the framework for long-term recovery which addresses individual needs, business/economic recovery, addressing psychological impacts and the reconstruction of public infrastructure in local communities and assists the communities in developing plans and processes for mitigating future damage. This may include working with donations, identifying volunteers and compiling a resource list. It may also include management of crisis counseling grants. Grant and low-interest loan programs are identified and targeted for application by the community. Significant attention is given to the mitigation of future potential hazards when developing local recovery plans.

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Joint Lead Agencies – Richland County Emergency Management, Richland County Human Services

Support Agencies – Long Term Recovery Committee of SW Wisconsin, Salvation Army, American Red Cross

Scope

- Social and economic community impact assessment
- Community recovery assistance to the municipal and county units of government along with private sector businesses, individuals and families
- Mitigation analysis and program implementation

ESF 15 – External Affairs

The External Affairs Support Function is responsible for the provision of information (both general and that which conveys emergency instructions to the public) concerning an actual or impending disaster. The coordination of Joint Public Information activities and the distribution of emergency preparedness instructions through other means are addressed in this function.

Lead Agency – Richland County Emergency Management

Support Agencies – Richland County Human Services, Richland County Administrator, Richland County Sheriff's Department

Scope

- Emergency public information
- Emergency preparedness and protective action instructions
- Media and community relations
- Legislative affairs

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VI. PLAN DEVELOPMENT AND MAINTENANCE

The Richland County Emergency Management Agency is the lead agency and has the overall authority and responsibility for the development and maintenance of the Richland County Emergency Response Plan in accordance with [Wisconsin Statute, Chapter 323](#).

In carrying out this responsibility, Richland County Government will develop a core planning team composed of the Emergency Management Director and representatives from each agency that has primary or supporting responsibility outlined within the Richland County ERP (e.g., Police/Sheriff, Fire, EMS, Public Works Dept., Health Dept.) including mutual aid counties and the private sector as appropriate. This Plan should be developed and maintained to work with the State ERP. **(See Attachment 5, Agency Responsibilities).**

The Plan will be reviewed annually, and when updates are made, the Plan will be distributed by the Emergency Management Director. Updates will include all supporting documents and will be amended to reflect statutory and policy changes. Amendments may also be made to reflect lessons learned through drills, exercises or actual disasters.

The Emergency Management Director along with the County Administrator will sign and date the Richland County ERP to certify that it is complete, current and accurate.

Revisions to the Plan or ESFs will be distributed by the Emergency Management Director to all parties that hold copies of the Plan. They acknowledge receipt of the revised Plan by returning the signature page to the Emergency Management Director.

Copies of the Richland County ERP shall be distributed to all Plan holders, affected Richland County agencies, local governments, volunteer organizations and WEM. **(See Attachment 6 for a distribution list for the Richland County Basic Plan)**

VII. EXERCISE PROGRAM MANAGEMENT

The purpose of an exercise program is to effectively test Emergency Response Plans and capture specific lessons learned through exercises and real life events. Well-designed and well-executed exercises are the most effective means of assessing and validating policies, plans, procedures, training, equipment, and interagency agreements; clarifying roles and responsibilities; identifying gaps in resources; measuring performance; and identifying opportunities for improvement. The Richland County Emergency Response Plan, or portions thereof, will be exercised on a regular basis.

Richland County uses the Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP provides a common exercise policy and program guidance that constitutes a national standard for exercises. HSEEP includes consistent terminology that can be used by all exercise planners, regardless of the nature and composition of

RICHLAND COUNTY BASIC PLAN

their sponsoring agency or organization. The program also provides tools to help exercise managers plan, conduct, and evaluate exercises to improve overall preparedness. HSEEP reflects lessons learned and best practices and is adapted to the full spectrum of hazardous scenarios and incidents (e.g., natural disasters, terrorism, technological disasters). The program integrates language and concepts from the National Response Framework, the National Incident Management System (NIMS), the National Preparedness Goal, the Universal Task List (UTL), the Target Capabilities List (TCL), existing exercise programs, and prevention and response protocols from all levels of government.

The evaluation phase for exercises conducted in Richland County includes a formal exercise evaluation, an integrated analysis, and an After Action Report/Improvement Plan (AAR/IP) that identifies strengths and areas for improvement as observed during the exercise. Recommendations related to areas for improvement are identified to help develop corrective actions to be tracked throughout the improvement planning phase. During improvement planning, the corrective actions identified in the evaluation phase are assigned, with due dates, to responsible parties and are tracked to implementation. They are then validated during subsequent exercises. This process ensures that corrective actions are taking place based on the outcomes of the exercise or real world event.

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VIII. ATTACHMENTS

Attachment 1: AGENCY APPROVAL SIGNATURE SHEET

Attachment 2: RICHLAND COUNTY MAP

Attachment 3: SUPPORTING OPERATIONS PLANS AND DOCUMENTS

Attachment 4: INCIDENT COMMAND SYSTEM – ICS

Attachment 5: AGENCY RESPONSIBILITIES

**Attachment 6: RICHLAND COUNTY EMERGENCY RESPONSE PLAN
DISTRIBUTION LIST**

Attachment 7: REQUESTING WISCONSIN NATIONAL GUARD ASSISTANCE

Attachment 8: GLOSSARY OF KEY TERMS

Attachment 9: LEGAL BASIS

RICHLAND COUNTY BASIC PLAN

Attachment 1

AGENCY APPROVAL SIGNATURE SHEET

The undersigned have hereby reviewed and approved the *Richland County Emergency Response Basic Plan*.

Richland County Board Chairperson

Date

Richland County Administrator

Date

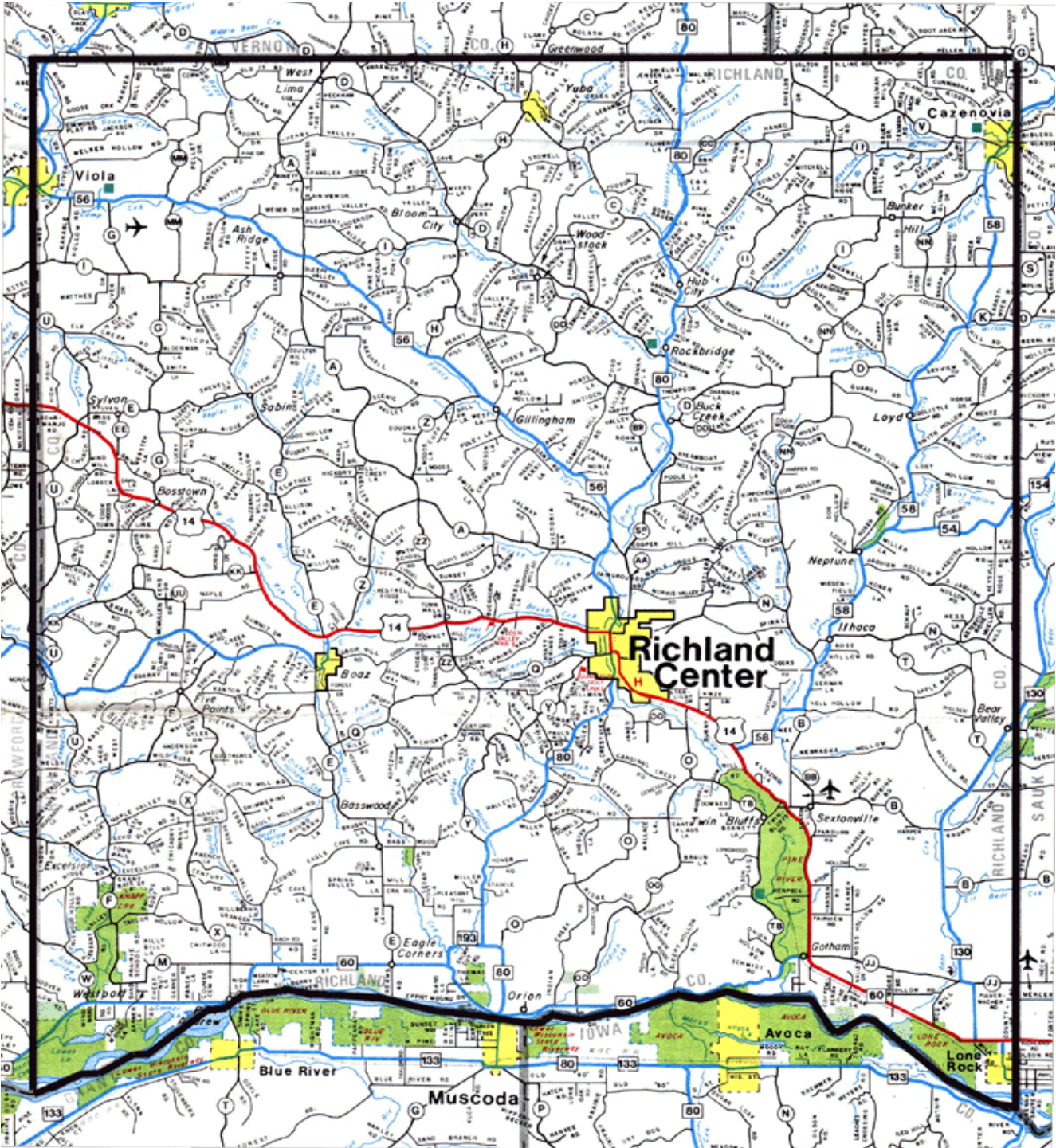
Emergency Management Director

Date

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Attachment 2

RICHLAND COUNTY MAP



RICHLAND COUNTY BASIC PLAN

Attachment 3

SUPPORTING OPERATIONS PLANS AND DOCUMENTS

Richland County Plans

Richland County Emergency Response Plan	RC-DEM
Richland County Countywide Strategic Plan for Hazardous Materials	RC-DEM
Richland County LEPC EPCRA Offsite Plans	RC-DEM
Richland County Hazard Mitigation Plan	RC-DEM
City of Richland Center EOP	City of Richland Center
Village of Cazenovia EOP	Village of Cazenovia
Village of Lone Rock EOP	Village of Lone Rock
Village of Viola EOP	Village of Viola

State Plans

State Emergency Response Plan	WEM
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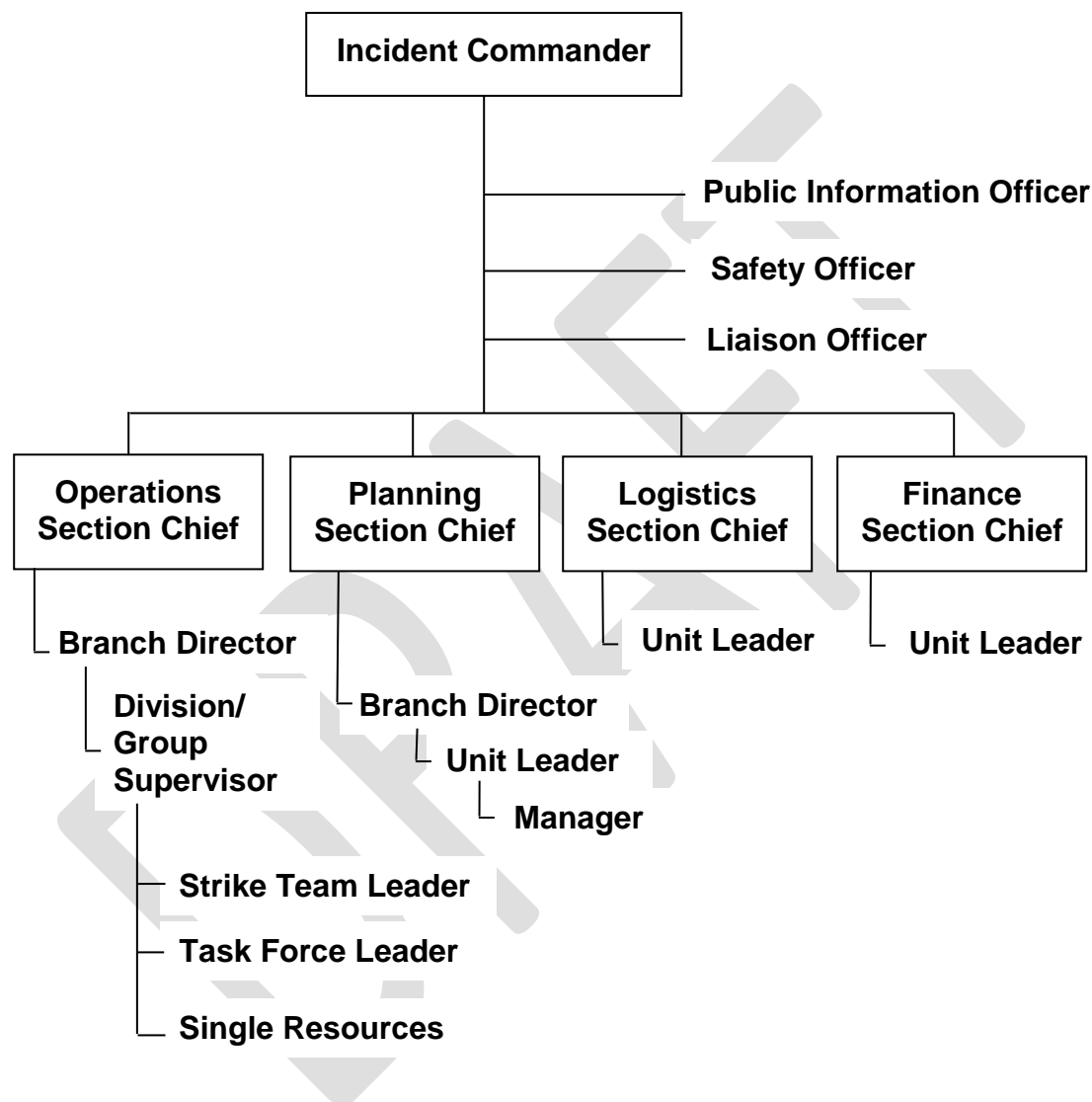
Federal Plans

The National Response Framework	DHS / FEMA
The National Preparedness Goal	DHS / FEMA

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Attachment 4

INCIDENT COMMAND SYSTEM – ICS



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Attachment 5

AGENCY RESPONSIBILITIES

Legend	
L	
=	Lead Agency Responsibilities
S	
=	Supporting Responsibilities
JL	
=	Joint Lead Responsibilities
LA	
=	Lead Advisory Responsibilities

COUNTY AGENCIES	1 – TRANSPORTATION	2 – COMMUNICATIONS	3 – PUBLIC WORKS & ENGINEERING	4 – FIREFIGHTING	5 – EMERGENCY MANAGEMENT	6 – MASS CARE, EMERGENCY ASSISTANCE, HOUSING & HUMAN SERVICES	7 – RESOURCE SUPPORT	8 – PUBLIC HEALTH & MEDICAL SERVICES	9 – SEARCH & RESCUE	10 – OIL & HAZARDOUS MATERIALS RESPONSE	11 – AGRICULTURE & NATURAL RESOURCES	12 – ENERGY	13 – PUBLIC SAFETY & SECURITY	14 – LONG-TERM COMMUNITY RECOVERY & MITIGATION	15 – EXTERNAL AFFAIRS
Richland County Emergency Management	S	JL	S	S	L	S	L	S	JL	JL	S	L	S	JL	L
Richland County LEPC	S				S					JL		S			
Richland County Human Services					S	L		S						JL	S
Richland County Public Health						S		JL		S	S				
Richland County Sheriff's Department	JL	JL		S		S		S	JL	S			L		S
Richland County Administrator					S		S								S
Richland County Coroner						S		S							
Richland County Highway Department	JL		L							S			S		
Richland County Zoning			S		S				S						
Richland County MIS		S													

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Richland County Land Conservation			S												
Richland County Forestry Unit - Wisconsin DNR				L					S	S	S				
Richland County Conservation Wardens - WDNR					S				S	S	S		S		
Vernon County HazMat										S					
MABAS Division 150				S					S	S			S		
Richland County Fire Chiefs Mutual Aid Assoc				S					S				S		
Emergency Medical Services						S		JL	S	S					
Long Term Recovery Committee of SW Wisconsin														S	
ADRC of Eagle Country						S									
Extension Richland County											L				
ARES/RACES		S			S				S						
Salvation Army				S		S								S	
American Red Cross				S		S		S						S	

RICHLAND COUNTY BASIC PLAN

Attachment 6

RICHLAND COUNTY EMERGENCY RESPONSE PLAN DISTRIBUTION LIST

Richland County

Richland County Emergency Management Director's Office
Richland County Emergency Operations Center
Richland County Administrator's Office
Richland County Sheriff's Department
Richland County Department of Health and Human Services
Richland County Public Health
Richland County Highway Department
Richland County Zoning Office
Richland County Coroner's Office
Richland County Land Conservation
Extension Richland County

City/Village/Town

Upon Request

State

Wisconsin Emergency Management

Volunteer Agencies

American Red Cross
Salvation Army
Richland County ARES/RACES

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Attachment 7

STANDARD OPERATING PROCEDURE TO BE USED BY LOCAL OFFICIALS IN REQUESTING WISCONSIN NATIONAL GUARD ASSISTANCE

Whenever a request is made for Wisconsin National Guard (WING) assistance, certain essential information about the emergency and the desired form of WING assistance is needed by the Governor to assist in determining whether to authorize a mission. The situation must be extremely serious and clearly beyond the capability of the requesting agency and/or local government in order for WING resources to be deployed.

If WING resources are required, the County Emergency Management Director should be contacted. The Director will then become the point-of-contact between the WEM Duty Officer and the requesting authority. There are two ways to contact the WEM Duty Officer: by calling 1-800-943-0003 (press option 2) or during an SEOC activation, the request should be made through WebEOC. **Do not contact the Wisconsin National Guard directly.**

By statute, the County Emergency Management Director can only make requests for WING resources on behalf of only the following: mayor of a city, president of a village, chairman of a town, county sheriff or a U.S. Marshall. If one of the above individuals chooses to call the WEM Duty Officer, the following information will need to be provided:

1. Name, title, and telephone number or other appropriate contact information.
2. Name, title, agency and telephone number of the person whose authority is being used to request WING resources.
3. Describe the situation/event: Where is it occurring, when did it begin, what has been impacted in terms of public health and safety, is critical infrastructure impacted, etc.
4. Describe the mission assignment as specific as possible: What is the WING resources needed for, what will they be asked to do, when will they be needed, how long is the deployment anticipated to last, etc.
5. Describe what local and county resources are already committed: Have mutual aid resources been committed, what are they doing, are these resources fully exhausted, is the county emergency management director on the scene, etc.
6. If the WING mission is approved:
 - a. Where should the Liaison Officer report?
 - b. Who is the Incident Commander or local person in charge? What is the telephone number for the contact person?
 - c. Are local authorities prepared to provide food, lodging, and other logistical support for the WING personnel and their equipment?

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The WEM Administrator or the Response & Recovery Bureau Director will discuss the request with the WEM Duty Officer, County Emergency Management Director, and appropriate WING personnel, and a recommendation will be made to the Governor. If the request is approved, the WEM Duty Officer will advise the requesting local official, and the WING will initiate contact with the designated local official or Incident Commander. Full cooperation in utilizing this procedure for obtaining the assistance of WING resources is important and will greatly expedite requests.

DRAFT

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Attachment 8

GLOSSARY OF KEY TERMS

For the purposes of the Richland County ERP, the following terms and definitions apply:

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating federal, state, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an EOC facility or at some location other than an ICP.

Available Resources: Resources assigned to an incident, checked in, and available for use, normally located in a staging area.

Catastrophic Incident: Any natural or man-made incident, including terrorism, that results in extraordinary levels of mass casualties or damage or disruption severely affecting the population, infrastructure, environment, economy, national morale and / or government functions. A catastrophic incident could result in sustained national impacts over a prolonged period of time; almost immediately exceed resources normally available to state, local, tribal, and private-sector authorities in the impacted area; and significantly interrupt governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are Incidents of National Significance.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Community Recovery: In the context of the NRF and its annexes, Community Recovery is the process of assessing the effects of an Incident of National Significance, defining resources, and developing and implementing a course of action restore and revitalize the socioeconomic and physical structure of a community.

Consequence Management: Predominantly an emergency management function and included

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measures to protect public health and safety; restore essential government services; and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. The requirements of consequence management and crisis management are combined in the NRF. See also Crisis Management.

Credible Threat: A potential terrorist threat that, based on a threat assessment, is credible and likely to involve WMD.

Crisis Counseling Grants: Funded by FEMA under the Stafford Act to address the counseling needs of a community following a major disaster declaration in which individual assistance is authorized.

Crisis Management: Predominantly a law enforcement function and includes measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The requirements of consequence management and crisis management are combined in the NRF. See also Consequence Management.

Critical Infrastructures: Systems and assets, whether physical or virtual, so vital to the United States that incapacitation or destruction of such systems and assets would have a debilitating impact on security, nation economic security, national public health or safety, or any combination of those matters.

Cultural Resources: Cultural resources include historic and prehistoric structures, archeological sites, cultural sites, landscapes, and museum collections.

Cyber: Pertaining to computers and their support systems, such as servers, routers, and switches that support critical infrastructure.

Defense Support of Civil Authorities (DSCA): Refers to DOD support, including federal military forces, DOD civilians and DOD contractor personnel, and DOD agencies and components, for domestic emergencies and for designated law enforcement and other activities.

Deputy: A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster: See Major Disaster Declaration.

Disaster Recovery Center (DRC): A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

Emergency: As defined by the Stafford Act, an emergency is "any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States."

Emergency Operations Center (EOC): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by

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major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., federal, state, regional, county, city, tribal), or by some combination thereof.

Emergency Response Plan (ERP): The "steady-state" plan maintained by various jurisdictional levels for managing a wide variety of potential hazards.

Emergency Public Information: Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider: Includes federal, state, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel. Agencies and authorities. (See section 2(6), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).) Also known as "emergency responder."

Emergency Support Function (ESF): A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to state, local, and tribal governments or to federal departments and agencies conducting missions of primary federal responsibility.

Emerging Infectious Diseases: New or recurring infectious diseases of people, domestic animals, and/or wildlife, including identification, etiology, pathogenesis, zoonotic potential, and ecological impact.

Environment: Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.

Environmental Response Team: Established by EPA, the Environmental Response Team includes expertise in biology, chemistry, hydrology, geology and engineering. The Environmental Response Team provides technical advice and assistance to the OSC for both planning and response to discharges and release of oil and hazardous substances into the environment.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Facility Management: Facility selection and acquisition, building services, information systems, communications, safety and health, and physical security.

Telecommunications Service Priority (TSP): A program that authorizes national security and emergency preparedness (NS/EP) organizations to receive priority treatment for vital voice and data circuits or other telecommunications services.

FirstNet: A nationwide public safety communications platform providing reliable, highly secure, interoperable communications to establish, operate, and maintain an interoperable public safety broadband network. This allows for effective communication within public safety organizations while other communication channels may be overwhelmed.

Federal Coordinating Officer (FCO): The federal officer who is appointed to manage federal

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resource support activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of federal disaster assistance resources and programs to the affected State, tribal, and local governments, individual victims and the private sector.

Federal On-Scene Coordinator (FOSC or OSC): The federal official predesignated by the EPA or the USCG to coordinate responses under subpart D of the NCP, or the government official designated to coordinate and direct removal actions under subpart E of the NCP.

First Responder: Local and nongovernmental police, fire, and emergency medical personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as described in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from federal, state, local, tribal, or nongovernmental organizations.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazard Mitigation: Any cost-effective measure which will reduce the potential for damage to a facility from disaster event.

Hazardous Material: For the purposes of ESF #1, hazardous material is a substance or material that has been determined by Secretary of Transportation to be capable of posing a risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10, the term is intended to mean hazardous substances, pollutants, and contaminants as defined the NCP.

Hazardous Substance: As described by the NCP, any substance designated pursuant to section 311 (b)(2) (A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; hazardous air pollutant listed under section 112 of Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mix with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

Historic Property: Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records, and remains which are related to such district, site, building, structure, or object [16 U.S.C. § 470(w) (5)].

Incident: An occurrence or event, natural or human-caused that requires an emergency response to protect life or property. Incidents can include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan: An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and

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assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is often identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized approach to the command, control, and coordination of emergency response providing a common hierarchy within which responders from multiple agencies can be effective. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The IC and appropriate Command and General Staff personnel assigned to an incident.

Infrastructure: The man-made physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

Initial Actions: The actions taken by those responders first to arrive at an incident site.

Initial Response: Resources initially committed to an incident.

In-Kind Donations: Donations other than cash (usually materials or professional services) for disaster survivors.

Joint Field Office (JFO): A temporary federal facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery activities. The JFO will combine the traditional functions of the JOC, the FEMA District Field Office, and the JIC within a single federal facility.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point-of-contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident, information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during a crisis or incident operation. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine

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public confidence in the emergency response effort.

Joint Operations Center (JOC): The JOC is the focal point for all federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident, and is managed by the FCO and State Coordinating Officer. The JOC becomes a component of the JFO when the NRF is activated.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authorities. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government: A county, municipality, city, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Major Disaster Declaration: As described by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the President has determined damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Materiel Management: Requisitioning and sourcing (requirements processing); acquisition, asset visibility (resource tracking), receipt, storage, and handling; security and accountability; inventory, deployment, issue, and distribution; and recovery, reuse, and disposition.

Mitigation: Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Mobilization Center: An off-site temporary facility at which response personnel and equipment are received from the Point of Arrival and are pre-positioned for deployment. A mobilization center also provides temporary support services, such as food and billeting, for response personnel prior to their assignment, release, or reassignment and serves as a place to out-process following demobilization

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while awaiting transportation.

Multiagency Coordination System (MACS): MACS provides the basic architecture for facilitating the allocation of resources, incident prioritization, coordination and integration of multiple agencies for large-scale incidents and emergencies. The principal functions and responsibilities of MAC entities typically include ensuring that each agency involved in incident management activities is providing appropriate situational awareness and resource status information, establishing priorities between incidents and/or Area Commands in concert with Incident Commanders or a Unified Command, acquiring and allocating resources required by incident management personnel in concert with the priorities established by Incident or Unified Command, anticipating and identifying future resource requirements, coordinating and resolving policy issues arising from the incident(s), and providing strategic coordination as required.

Multijurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual Aid Agreement: Written agreement between agencies, organization, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

National Contingency Plan (NCP): Documents national response capability and is intended to promote overall coordination among the hierarchy of responders and contingency plans during oil and hazardous substances releases.

National Disaster Medical System (NDMS): A coordinated partnership between DHS, HHS, DOD, and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent, nationwide approach for federal, state, local, and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among federal, state, local, and tribal capabilities, NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Center (NRC): A national communications center for activities related to oil and hazardous substance response actions. The NRC, located at DHS/USCG Headquarters in Washington, DC, receives and relays notices of oil and hazardous substances releases to the appropriate Federal OSC.

National Response Framework (NRF): The NRF is a guide to how the nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts identified in NIMS to align key roles and responsibilities. The NRF is structured to help jurisdictions, citizens, nongovernmental organizations and businesses develop whole community plans; integrate continuity plans; build capabilities to respond to cascading failures among businesses, supply chains, and infrastructure sectors; and collaborate to stabilize community lifelines and restore services.

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National Response System (NRS): The NRS is a mechanism routinely and effectively used to respond to a wide range of oil and hazardous substance releases. It is a multi-layered system involving individuals and teams from tribal, local, state, and federal agencies, as well as industry and other organizations. These groups share expertise and resources to ensure that response and cleanup activities are timely, efficient, and minimize threats to human health and the environment.

National Response Team (NRT): The NRT, comprised of the 16 federal agencies with major environmental and public health responsibilities, is the primary vehicle for coordinating federal agency activities under the NCP. The NRT carries out national planning and response coordination and is the head of a highly organized Federal oil and hazardous substance emergency response network. EPA serves as the NRT Chair, and DHS/USCG serves as Vice Chair.

National Special Security Event (NSSE): A designated event that, by virtue of its political, economic, social, or religious significance may be the target of terrorism or other criminal activity.

National Strike Force (NSF): The National Strike Force consists of three strike teams established by DHS/USCG on the Pacific, Atlantic, and Gulf coasts. The strike teams can provide advice and technical assistance for oil and hazardous substances removal, communications support, special equipment, and services.

Natural Resources: Natural resources include land, fish, wildlife, domesticated animals, plants, biota, air, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

Nongovernmental Organization (NGO): A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Nuclear Incident Response Team (NIRT): Created by the Homeland Security Act to provide DHS with a nuclear/radiological response capability. When activated, the NIRT consists of specialized federal response teams drawn from DOE and/or EPA. These teams may become DHS operational assets providing technical expertise and equipment when activated during a crisis or in response to a nuclear/radiological incident as part of the DHS federal response.

On-Scene Coordinator (OSC): See Federal On-Scene Coordinator.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private sector and NGOs to identify threats, determine vulnerabilities, and identify required resources.

Prevention: Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and

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testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Principal Federal Official (PFO): The federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate, and execute the Secretary's incident management responsibilities under HSPD-5 for Incidents of National Significance.

Private Sector: Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

Public Assistance Program: The program administered by FEMA that provides supplemental federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster damaged, publicly-owned facilities and the facilities of certain private nonprofit organizations.

Public Health: Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife in order to prolong life and improve quality of life through organized efforts and informed choices of society, organizations, communities and individuals. Analyzing the determinants of health of a population and the threats it faces is the basis for public health.

Public Information Officer (PIO): A member of the Command Staff responsible for creating and enabling communication between IC and both news media outlets and the general public.

Public Works: Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

Radiological Emergency Response Teams (RERTs): Teams provided by EPA's Office of Radiation and Indoor Air to support and respond to incidents or sites containing radiological hazards. These teams provide expertise in radiation monitoring, radionuclide analyses, radiation health physics, and risk assessment. RERTs can provide both mobile and fixed laboratory support during a response.

Recovery: The development, coordination, and execution of service and site restoration plans for impacted communities and the reconstitution of government operations and services through individual, private sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Regional Response Teams (RRTs): Regional counterparts to the NRT, the RRTs are comprised of regional representatives of the federal agencies on the NRT and representatives of each State within the region. The RRTs serve as planning and preparedness bodies before a response, and provide coordination and advice to the Federal OSC during response actions.

Resources: Personnel, equipment, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

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Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance testing processes; immunizations, isolation, or quarantine; and specific law enforcement operation aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Search and Rescue: Coordinates the rapid deployment of search and rescue resources to provide specialized life-saving assistance.

Situation Awareness: The gathering of knowledge related to environmental elements and events with respect to time or space, the comprehension of their meaning, and the projection of their future status. Situation awareness is a critical foundation for successful decision-making during an incident.

Special Populations: People who feel they cannot comfortably or safely access and use standard resources offered in disaster preparedness, relief and recovery. They include but are not limited to those who are blind, deaf, cognitively disabled, mobility-limited, non-English speaking, geographically/culturally isolated, medically or chemically dependent, homeless, frail/elderly and children.

State: Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Strategic: Strategic elements of incident management are characterized by continuous, long-term, high-level planning. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategic Plan: A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

Telecommunications: The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic or optical means. Telecommunications includes all aspects of transmitting information.

Terrorism: Any activity that (1) involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any state or other subdivision of the United States; and (2) appears to be intended to intimidate or coerce a civilian population, to influence the policy of a government by intimidation or coercion, or to affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat: An indication of possible violence, harm, or danger.

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Transportation Management: The effective planning and management of logistics operations to maximize the use of resources including prioritizing, ordering, sourcing, and acquisition and movement coordination and tracking.

Tribe: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Unaffiliated Volunteer: An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a "spontaneous" or "emergent" volunteer.

Unified Command: The ICS structure used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies through a single Incident Action Plan.

Uniform Disaster Situation Report (UDSR): The standardized damage assessment reporting form.

United States: The term "United States," when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Unsolicited Goods: Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

Urban Search and Rescue: Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

Voluntary Organizations Active in Disaster (VOAD): A VOAD share knowledge and resources throughout the disaster cycle to help disaster survivors and their communities through the many voluntary organizations responding to disaster.

Volunteer: Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 USC § 742f(c) and 29 CFR § 553.101.)

Volunteer and Donations Coordination Center: Facility from which the Volunteer and Donations Coordination Team operates. Requirements may include space for a phone bank, meeting space, and space for a team of specialists to review and process offers.

Weapon of Mass Destruction (WMD): As defined in Title 18, U.S.C § 2332a: (1) any explosive, incendiary; or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

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Wisconsin National Guard (WING): The Wisconsin National Guard provides fully capable Citizen-Soldiers and Citizen-Airmen prepared to deploy anywhere, at any time, to support community, state and federal missions. Our federal mission is to provide trained units, Soldiers and Airmen to support our nation's defense priorities both in the United States and around the world as directed by the President of the United States of America. Our community and state mission is to assist civil authorities protect life and property, as well as preserve peace, order and public safety during emergencies, as directed by the Governor of the State of Wisconsin.

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Attachment 9

LEGAL BASIS

I. FEDERAL LEGISLATION

The documents listed in Parts A, B and C are located in the State EOC.

A. 44 CFR Chapter 1 (Emergency Management and Assistance)

Outlines the organization, power and duties of the Federal Emergency Management Agency (FEMA). Details the operation and scope of FEMA programs such as hazard mitigation, the National Flood Insurance Program (NFIP), fire prevention and control, disaster assistance and preparedness (including, in Part 350, radiological emergency preparedness.)

B. Disaster Relief and Emergency Assistance Act (Stafford Act.) (PL 100-707)

Limits the qualifying events for disaster assistance to natural catastrophes and established provisions for cost sharing by state and local governments.

C. Disaster Mitigation Action of 2000 (PL 106-390)

Amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the federal costs of disaster assistance and for other purposes.

D. Emergency Planning and Community Right-to-Know Act (EPCRA) (42 USC 11001 -11050)

Provides the public with information on the hazardous chemicals in their communities and establishes emergency planning and notification requirements to protect the public in the event of a release of an extremely hazardous substance.

E. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 USC 9601-9675

Protects the public health and environment by facilitating cleanup of environmental contamination and imposing costs on parties responsible for the pollution.

F. 10 CFR 50.47

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Requires the establishment of state and local plans and preparedness for coping with effects of radiological emergencies as part of the nuclear power plant license.

II. STATE LEGISLATION

State Statutes are located in State EOC.

A. EMERGENCY MANAGEMENT

- Chapter 323 – Describes the organization, duties and powers for state and local emergency management programs.

B. DEPARTMENT OF MILITARY AFFAIRS

- Chapter 21 – Describes departmental duties.

C. DEPARTMENT OF NATURAL RESOURCES

- Chapter 26.11 – Discusses responsibilities during forest fires.
- Chapter 29 – Discusses responsibilities for wild animals and plants and powers for restricting hunting and fishing.
- Chapter 87 – Discusses the powers and duties of the department regarding flood control. NR 116 details Wisconsin's floodplain management program.
- Chapter 292 – Discusses general environmental provisions (e.g., hazardous substance spills, disposal of debris including animal carcasses.)

D. DEPARTMENT OF HEALTH AND FAMILY SERVICES

- Chapter 250 – Describes the administration, supervision, powers and duties of state health activities.
- Chapter 251 – Describes the structure, duties and levels of services of local health departments.
- Chapter 252 – Describes departmental powers and duties regarding communicable diseases.
- Chapter 254 – Describes the powers, duties, identification and control of environmental health concerns (e.g., toxic substances, radioactive material/nuclear power plants, disease control.)

E. DEPARTMENT OF TRANSPORTATION

- Chapter 83.09 – Describes emergency repairs of county trunk highways.
- Chapter 85 – Describes departmental powers, duties and organization.
- Chapter 110.07 – Describes the powers and duties of traffic officers.
- Chapter 302.07 – Describes provisions for the maintenance of order in state, county and municipal prisons.

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F. DEPARTMENT OF AGRICULTURE, TRADE & CONSUMER PROTECTION

- Chapter 93 – Describes departmental powers and duties.
- Chapter 95 – Describes the maintenance of animal health requirements (e.g., cooperation with the federal government during animal disease outbreaks, embargo and condemnation of diseased animals, slaughter on premises.)
- Chapter 97 – Describes the regulation of food.

G. COUNTIES

- Chapter 59 – Describes the legal status and organization (e.g., home rule; powers of the board chairperson and vice-chair, executive, administrator and sheriff.)

H. TOWNS

- Chapter 60 – Describes the legal status and organization (e.g., powers of the board chairperson; fire protection, law enforcement and ambulance service.)

I. VILLAGES

- Chapter 61 – Describes the legal status and organization (e.g., powers of the president and board; ambulance service.)

J. CITIES

- Chapter 62 – Describes the legal status and organization (e.g., powers of the mayor and council, ambulance service.)

K. GENERAL MUNICIPAL LAW

- Chapter 66 – Describes the legal status and organization (e.g., exercise of home rule, law enforcement, mutual assistance, emergency powers.)
- Chapter 175.46 – Defines and describes the authorities regarding mutual aid agreements.
- Chapter 213.095 – Describes the police power of a fire chief or a rescue squad.
- Chapter 895.483 – Grants immunity from civil liability for acts or omissions to the County Level B Hazardous Materials teams and to members of those teams.

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III. RICHLAND COUNTY ORDINANCES:

- A. A copy of these documents are kept in the Emergency Management Office.
- B. Richland County Ordinance Number 1, April 18, 1957, an ordinance for a Civil Defense Organization. A copy of this ordinance is on file in the Richland County Clerk's Office for public view.
- C. Richland County Ordinance Number 2, January 1, 1962, an ordinance to repeal an ordinance providing for a Civil Defense Organization. A copy of this ordinance is on file in the Richland County Clerk's Office for public view.
- D. Richland County Civil Defense Ordinance Number 3, November 12, 1964, Joint-Action Civil Defense Ordinance. A copy of this ordinance is on file in the Richland County Clerk's Office for public view.
 - Richland County Emergency Management Ordinance Number 11-11 (formerly Ordinance Number 3), July 19, 2011, Joint Action Emergency Management Ordinance. A copy of this ordinance is on file in the Richland County Clerk's Office for public view.

[End of Plan]

AGREEMENT for EPCRA/EMPG PROGRAM SUPPORT

between

Richland County Emergency Management and JT Heinen Global Consulting

THIS AGREEMENT is entered into on this 1st day of January, 2023, by and between the Richland County Emergency Management (hereinafter referred to as "**RCEM**"), whose mailing address is 1027 North Jefferson Street, Richland Center, WI 53581 and the JT Heinen Global Consulting (hereinafter referred to as "**JTHGC**"), 512 North Park Street, Richland Center, WI 53581.

RECITALS

Whereas, the RCEM is a county entity recognized under Wisconsin law; and seeks to remain compliant with Wisconsin Statutes 292.11(5), 323.60 & 323.61, which require reviewing, maintaining, exercising & implementing emergency response and strategic plans as required under 42 U.S. Code § 11003;

Whereas, JTHGC is an Independent Contractor specializing in Hazardous Materials Planning, Training & Response as well as Regulatory Reporting & Compliance;

Whereas, JTHGC is willing to provide EPCRA (Emergency Planning & Community Right to Act) and EMPG (Emergency Management Performance Grant) Program Support to RCEM pursuant to the terms of this Agreement;

NOW, THEREFORE, in consideration of the above-recited facts and the mutual promises contained herein, the Parties hereby agree as follows:

AGREEMENT

1. Agreement to provide EPCRA and EMPG PROGRAM SUPPORT.

JTHGC and RCEM agree to complete the annual State Plan of Work (POW) requirements as set forth by Wisconsin Emergency Management, in order to ensure compliance with State & Federal rules and regulations. JTHGC agrees to furnish professional services to RCEM, as follows:

- A.** Update existing EPCRA Offsite Plans per the required schedule established by Wisconsin Emergency Management; Generate New EPCRA Offsite Plans as needed; Update the County-wide Strategic Plan; Perform LEPC Administrative Duties as needed (Bylaws, Appointment list, Press releases, Recordkeeping, etc.); Develop & Participate in Exercises; Produce an Action After Review document for each exercise in accordance with HSEEP guidelines; provide technical guidance in the event of a hazardous chemical release.
- B.** Maintain the updated 2022 All Hazards Mitigation Plan; Provide assistance with the required Integrated Preparedness Plan initiative and subsequent workshop; Provide administrative support during times of disaster.

2. Term.

The term of this agreement shall be for two Plan Of Work cycles, with the cycle beginning on January 1st, 2023 and the second cycle ending December 31st, 2024.

Nothing in this paragraph, however, shall prevent either party from terminating this agreement pursuant to the provisions of Paragraph 7.

3. Review of Agreement.

Any requests for services beyond the scope of the immediate EPCRA & EMPG SUPPORT duties specified in the WEM POW, are to be compensated separately per the agreement for those specific tasks.

4. Charges for Service.

Compensation for professional services to be rendered as follows:

After WEM Notification to RCEM of successful completion of the Plan of Work obligations for that period, payment will be authorized to JTHGC;

For EMPG support the agreed upon sum is: **\$21,230.00**

For EPCRA support the agreed upon sum is: **\$19,500.00**

JTHGC will send an invoice to RCEM [before (May 1st) for the First Half balance and (December 1st) for the Second Half balance of each grant period]. Payment shall be due 30 days after receipt of the invoice.

5. RCEM to Provide Facilities.

RCEM agrees to provide office space and amenities for JTHGC. Amenities and office equipment supplied to JTHGC will remain the property of Richland County as will all the documents produced and updated, including all digital material, as a part of this agreement.

6. Notices.

All notices, billings, correspondence, documents, or any other communications are to be deemed completely served, mailed, e-mailed, filed and received by (physical or electronic) mailing, once e-mailed and/or postmarked by the U.S. Postal Service to the parties as follows:

JT Heinen Global Consulting
512 North Park Street
Richland Center, WI, 53581
(608) 604-6972

ATLA201@yahoo.com

Richland County Emergency Management
1027 North Jefferson Street
Richland Center, WI, 53581
(608) 647-8187

Darin.Gudgeon@co.richland.wi.us

Any written notice of demand under the agreement may be given to a party by mailing and/or e-mailing it to the party at its address set forth above, or at such addresses as the party may provide in writing from time to time. Notice or demand so mailed/e-mailed shall be effective when deposited in the United States mail (as of the postmarked date) or sent electronically (per the timestamp).

7. Termination.

This agreement may be terminated by mutual written agreement of the parties at any time. This agreement may also be terminated by either party without cause upon giving 30 days notice to the other party.

8. Non-Ownership.

RCEM understands and agrees that this agreement gives it no ownership rights in any JTHGC assets and confers no right of control over Program Management and/or Operations beyond the performance of this contract.

9. Partial Invalidity.

The terms and provisions of this agreement shall be deemed separable, and if any term or provision of this Agreement of the application thereof, to any extent, to any person or circumstances shall be determined invalid or unenforceable, the remainder of this agreement or the application of such term or provision to person(s) or circumstance(s) other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this agreement shall be valid and enforceable to the fullest extent permitted by law.

10. Entire Agreement.

This agreement constitutes the entire agreement of the parties and no representations, inducements, promises or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect. This agreement can only be amended by a written document, signed and dated by authorized representatives of both parties. This contract may be signed in counterpart.

JT HEINEN GLOBAL CONSULTING

By:_____ Date:_____
Owner/Operator

RICHLAND COUNTY EMERGENCY MANAGEMENT

By:_____ Date:_____
Director

**RICHLAND COUNTY SHERIFF'S DEPARTMENT
MONTHLY BILLS SUBMITTED FOR APPROVAL
November 2022 BILLS**

(PRESENTED AT THE Dec 2, 2022 PUBLIC SAFETY COMMITTEE MEETING)

	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	ADVANCED CORRECTIONAL HEALTH	1	CARE OF PRISONERS	122864	4,845.18	10.5251.0000.5296	
2	CDW-GOVERNMENT	1	OFFICE SUPPLIES	80597	116.67	10.5211.0000.5319	
3	CEJPEK, CHRISTIAN	1	GENERAL UNIFORM	N/A	111.71	10.5211.0000.5346	
4	CHARM-TEX	1	JAIL SUPPLIES	299129	227.80	10.5251.0000.5352	
5	CLASSIC AUTO BODY	1	CAR/SQUAD REPAIR	19688	759.60	10.5211.0000.5352	
6	COMMUNITY SERVICE ASSOC.	1	UIFORM & MEDICAL EXAMS	96837	650.00	10.5211.0000.5346	
7	CORNERSTONE SERVICE	1	SQUAD MAINTENANCE	13440	66.85	10.5211.0000.5352	
8	CURTIS, SUSAN	1	UNIFORM ALLOWANCE/CURTIS	N/A	130.52	19.5213.0000.5346	
9	ELIOR (SUMMIT FOODS)	3	MEALS FOR PRISONERS	157521, 158118, 158771	8,958.00	10.5251.0000.5294	
10	GALSTON, TONYA	1	TRAINING	N/A	27.39	10.5251.0000.5157	
11	GARCIA CLINICAL LAB	1	CARE OF PRISONERS	63390	25.00	10.5251.0000.5296	
12	GENERAL COMMUNICATIONS	3	NEW CAR FUND 92 & NEW EQUIP K-9	312208, 312377, 311584	38,241.47	92.5685.0000.5999	35.5255.0000.5819
13	GRIMM, SHAWN	5	SQUAD MAINTENANCE	33071, 33291, 33212, 33198, 32959	1,621.37	10.5211.0000.5352	
14	KEIL, JOSEPH	1	TRAINING	N/A	585.00	10.5211.0000.5157	
15	MOTOROLA SOLUTIONS	1	911 OUTLAY/MAPPING PROJECT	1187085540	31,326.03	58.5836.0000.5999	
16	MUCKLER, AMBER	1	UNIFORM ALLOWANCE/MUCKLER	N/A	114.14	19.5213.0000.5346	
17	RHYME	2	COPY LEASE	589096, 589095	63.49	10.5251.0000.5315	10.5211.0000.5315
18	RICHLAND COUNTY HHS	1	MENTAL HEALTH FEES	2022-08	175.00	10.5251.0000.5299	
19	RICHLAND FAMILY DENTAL	3	CARE OF PRISONERS/BASS, BIAMONTE	N/A	721.00	10.5251.0000.5296	
20	RICHLAND FAMILY PRESCRIPTION	1	CARE OF PRISONERS	N/A	1.46	10.5251.0000.5296	
21	RICHLAND HOSPITAL	1	MEDICAL EXAM & CARE OF PRISONERS	6	386.00	10.5211.0000.5346	10.5251.0000.5296
22	RICHLAND OBSERVER	1	ADVERTISING/SQUADS	N/A	150.65	10.5211.0000.5326	
23	SAUK COUNTY SHERIFF'S DEPT	1	TRAINING	202201473	150.00	10.5211.0000.5157	
24	SCHILDGEN, CHRIS	1	K-9 SUPPLIES	N/A	50.63	35.5255.0000.5319	
25	TOP PACK DEFENSE	2	UNIFORM ALLOWANCE/ISAACSON, SUMWALT	9336, 9357	1,040.94	19.5213.0000.5346	
26	WEGNER AUTO	1	TOWING/R22-2810	4900	150.00	10.5211.0000.5295	
27	WESTERN TECHNICAL COLLEGE	1	TRAINING	12311	33.97	10.5251.0000.5157	

November 2022 BILLS	90,729.87
SHERIFFS DEPARTMENT	4,427.04
911 OUTLAY	31,326.03
COUNTY JAIL	15,399.10
FUND 92-NEW CARS	34,954.20
DEPARTMENT-UNIFORM ALLOWANCE	1,285.60
K-9	3,337.90
DOG CONTRACT-MONTHLY PAYMENT	1,500.00
CURRENT MONTH'S JAIL ASSESSMENT	

SHERIFF'S MONTHLY REPORT

RICHLAND COUNTY

MONTH OF NOVEMBER 2022

(PRESENTED AT THE DEC 2, 2022 PUBLIC SAFETY MEETING)



	2022		
	SEPT	OCT	NOV
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$116,525.04	\$36,548.12	\$91,011.87
NUMBER OF JAIL BOOKINGS	48	37	50
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	32.31	37.39	38.18
TOTAL NUMBER OF INMATES HOUSED OUT OF COUNTY	0	0	0
MONTHLY COST OF HOUSING INMATES OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MEDICAL COST OF INMATES HOUSED OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MONTHLY COMPLAINTS	294	278	273
TRAFFIC CITATIONS ISSUED	59	28	38
TRAFFIC WARNINGS ISSUED	0	0	0
CIVIL PROCESS PAPERS SERVED	24	15	19
TRANSPORTS FOR THE MONTH	12	7	13
AVERAGE NUMBER ON ELECTRONIC MONITORING	6.00	8.00	11.00

Monthly Activity

Jail Activity:

486 calls for service
 94 calls for EMS
 92 calls for RCPD

Squad	Assigned	Deputy	Sq year	Plate	Vin#	January
Squad 21	Training	Training vehicle	2016		6G3NS5R21GL224245	141,212
Squad 10	Patrol	Deputy Sutton	2017	5875	1FM5K8AR0HGC90332	130,702
Squad 2	Admin	Chief Dep Wallace	2018	ADY7972	1FM5K8AR8JGB69005	36,160
Squad 3	Admin	Lt. D. Kanable	2018	AED1287	1FM5K8AR6JGB69004	37,934
Squad 4	K-9/Patrol	Deputy Czys & Rambo	2018	7755	1FM5K8ARXJGB93287	38,536
Squad 6	Investigator	Inv. Johnson	2018	934DBL	1FM5K8AR1JGA84720	57,270
Squad 7	Patrol	Deputy Crotsenberg	2018	5871	1FM5K8AR4JGC17213	107,145
Squad 8	Patrol	Back up	2018	7754	1FM5K8AR2JGC17212	127,990
Squad 12	Patrol		2019	5874	2C3CDXKTXKH600559	72,532
Van (13)	Transports	Jail	2019		2C4RDGBG8KR808426	18,796
Squad 16	Sgt/Patrol	Sgt. Herbers	2019	6898	1FTEW1P49KKC42277	44,335
Squad 17	Sgt/Patrol	Sgt. Melby	2019	6958	1FTEW1P47KKC42276	36,569
Squad 14	Patrol	Deputy Graham	2020	5872	1C4RDJFG6LC369759	16,554
Squad 18	Patrol	Deputy Tucker	2020	8980	1C4RDJFG2LC369757	39
Squad 19	Patrol	Sgt. Rupnow	2020	9047	1C4RDJFG4LC369758	34,057
Squad 20	Patrol	Deputy Gerber	2020	8989	1C4RDJFG2LC369760	32,760
Squad 1	Admin	Sheriff Porter	2021		1C6SRFGT6MN708092	1,360
Squad 9	Patrol	Deputy Kinnison	2021	5873	1FM5K8AB1MGB61433	1,057
Squad 15	Patrol	Deputy McCollough	2021	9794	1FM5K8AB3MGB61434	1,319
squad 5	K-9/Patrol	Deputy Schildgen	2022		1FM5K8AB7NGB48221	
Squad 11	Patrol	Deputy Ring	2022	E5619	1FM5K8AB2NGB50491	
Old 5	K-9 Backup	K-9 Backup/Casual	2016		1FM5K8AR2GGA77719	152,824
Old 11	Patrol	removed from service	2017		1FM5K8AR2HGA70982	152,935

February	March	April	May	June	July	August	September	October	November
142,079	144,180	146,794	149,584	151,561	153,044	154,125	154,708	155,398	156,667
132,239	133,866	135,331	137,891	138,952	140,873	143,350	144,790	146,503	148,071
36,813	37,459	38,120	39,192	39,915	40,461	41,540	42,350	43,500	44,183
38,667	39,135	39,677	40,011	40,118	40,140	40,976	41,337	41,712	42,335
38,981	39,500	40,065	41,039	41,725	42,537	43,335	44,013	47,524	49,739
58,383	59,658	61,138	62,023	63,891	64,996	66,363	67,611	68,710	69,608
108,771	110,190	110,779	110,800	112,195	112,245	114,521	116,829	119,400	122,065
130,920	134,000	137,505	141,216	142,965	145,705	149,235	151,871	154,326	156,531
74,871	76,758	79,004	82,267	83,271	86,256	89,304	91,045	92,761	94,272
20,100	21,125	22,987	24,655	24,866	25,165	27,133	27,747	28,202	28,969
46,240	47,521	49,148	50,713	51,900	53,082	55,641	56,608	58,737	60,392
38,710	39,746	41,624	43,231	44,703	45,915	48,011	48,818	50,824	52,643
17,768	19,030	19,554	20,096	20,312	21,046	23,069	24,040	24,858	25,605
21,950	24,108	26,910	28,813	30,223	32,783	35,516	37,957	40,220	42,572
34,057	34,057	37,032	39,230	40,503	42,369	44,944	46,533	47,451	48,889
35,095	36,517	38,814	41,609	43,563	45,964	49,289	51,779	52,893	53,810
2,146	3,300	4,196	5,832	6,907	8,305	9,400	10,236	11,216	12,187
3,507	5,588	8,096	10,300	12,216	12,846	12,900	13,953	16,166	17,987
2,464	3,818	5,240	6,731	7,935	9,229.40	11,061	13,179	14,355	15,814

152,824 152,967 152,911 155,287 155,358 155,670 155,700 156,319 156,500 156,575
152,935 152,935 152,935 152,975 152,975 152,975 152,975 152,980 152,980 152,980

December

156,918

149,568

44,903

44,890

50,016

69,738

124,089

159,052

94,290

29,870

61,395

52,888

26,406

44,588

50,428

55,961

12,801

19,612

17,372

3,264

924

156,580