

**Notice of Public Meeting**  
**Tuesday, February 10, 2026**  
**10:00 a.m.**

**JUDICIARY & PUBLIC  
SAFETY COMMITTEE**

Door County Government Center  
County Board Room – 1<sup>st</sup> Floor  
421 Nebraska Street, Sturgeon Bay

*Oversight for Clerk of Courts, Circuit Court, Family Court/Register in Probate, District Attorney, Emergency Services Department, Emergency Management, Communications Department, and Sheriff's Office*

**AGENDA**

1. Call Meeting to Order
2. Establish a Quorum
3. Adopt Agenda / Properly Noticed
4. Approve Minutes of December 9, 2025 Regular Judiciary and Public Safety Committee Meeting
5. Correspondence
6. Public Comment
7. Supervisor Response
8. New Business (Review/Action)
  - **Towers/Communications Plan**
  - **Sheriff's Office**
  - **Emergency Services & Emergency Management**
    - FYI – Monthly Report (December/January)
    - Addressing Project – Update
    - Outsourcing of Billing Services – Update
    - Proposed Middle EMS Station – Staff Recommendation
  - **Communications**
    - FYI – Monthly Report (December-January)
9. Sustainability Matters to be Considered
10. Legislative Matters to be Considered
11. Request for Agenda Items for Next Month's Meeting
12. Next Meeting Date: TBD
13. Adjourn

This meeting will be conducted by teleconference or video conference. Members of the public may join the meeting remotely or in-person

**Please click the link below to join the webinar:**

When: Feb 10, 2026 10:00 AM Central Time (US and Canada)  
Topic: Judiciary & Public Safety Committee Meeting

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/89837965640?pwd=0vTrbwY3aKQ1lYBapJ9L4N5SaqqL6d.1>

Webinar ID: 898 3796 5640  
Passcode: 172271

**To Connect via phone:**  
1-312-626-6799

*Deviation from the order shown may occur*

**MINUTES**  
**Tuesday, December 09, 2025**

**JUDICIARY & PUBLIC  
SAFETY COMMITTEE**

Door County Justice Center  
Multipurpose Room – Room C185  
1201 S. Duluth Ave., Sturgeon Bay

*Oversight for Clerk of Courts, Circuit Court, Family Court/Register in Probate, District Attorney, Emergency Services Department, Emergency Management, Communications Department, and Sheriff's Office*

**Call Meeting to Order**

The Tuesday, December 9, 2025 Judiciary & Public Safety Committee meeting was called to order by Chairman Joel Gunnlaugsson at the Door County Government Center at 10:04 a.m.

“These minutes have not been reviewed by the oversight committee and are subject to approval at the next regular committee meeting.”

**Establish a Quorum**

Committee Members Present: Joel Gunnlaugsson, Ryan Shaw, Philip Rockwell, Collin Jeanquart, Nancy Robillard. Dale Vogel-excused.

Others Present: Administrator Ken Pabich, Chief Deputy Kyle Veese, Lieutenant Michael Bertrand, ES Director Aaron LeClair, EM Director Jeb Saelens, Communications Director Brenda Bley, Clerk of Court Connie DeFere, Project Manager Ashley DeGrave, and Public.

**Adopt Agenda / Properly Noticed**

Motion by Jeanquart, seconded by Robillard to adopt the agenda. Motion carried by voice vote.

**Approve Minutes of October 14, 2025 Regular Judiciary and Public Safety Committee Meeting**

Motion by Jeanquart, seconded by Robillard to approve the minutes of the October 14, 2025 Judiciary & Public Safety Committee meeting. Motion carried by voice vote.

**Correspondence**

None.

**Public Comment**

None.

**Supervisor Response**

None.

**New Business (Review/Action)**

**Towers/Communications Plan**

**Fish Creek Tower Update**

Project Manager DeGrave explained there are about 5-10 items left on the punch list and the easement agreement with the DNR has been signed.

**New 800 MHz System Update**

DeGrave gives overview of the land acquisition progress, the Sevastopol land acquisition is complete; the Baileys Harbor land acquisition is at Corporation Counsel for review and they are focusing searches for Clay Banks and Horseshoe Bay area.

**Sheriff's Office**

**Review/Approve Amendment #11 to the Independent Contractor Agreement – Summit Food Service, LLC.**

Lieutenant Bertrand explains Summit Food Service provides inmate meals in the Jail. This is a three-year extension with a 4% increase each year.

Motion by Jeanquart, seconded by Rockwell to approve the Summit Food Service, LLC agreement as presented. Motion carried by voice vote.

### **Review/Approve: Stellar Services One Year Contract Renewal**

Lieutenant Bertrand explains Stellar Services is the commissary provider for jail inmates. There is no cost to the county, this provides revenue to the jail as the county receives a commission off the sale of the items the inmates purchase.

Motion by Jeanquart, seconded by Robillard to approve the Stellar Services renewal. Motion carried by voice vote.

### **Review: 2025 Door County Jail Inspection Report.**

Lieutenant Bertrand provided an overview of the jail inspection report included in the packet.

### **Emergency Services & Emergency Management FYI – Monthly Report**

EM Director Saelens provided an update on disaster funding for the August 9<sup>th</sup> storm. The State applied for federal funding but it was denied. Saelens states he is appealing the decision.

Saelens explains he is working on updating the county wide strategic plan, and he is working on an agreement with Brown County for use of their Hazmat Team.

### **Outsourcing of Billing Services – Update**

EMS Director LeClair explains he and his staff are meeting with EMS Management & Consultants once a week to go over the switch over. January 1, 2026 is the scheduled switch over date where EMS M/C will begin to do the initial billing and coding.

### **Update on Addressing Project**

Saelens reported the addressing project is 17.82% complete and going well.

### **FYI – Monthly Report**

ES Director Aaron LeClair reviewed the report included in the meeting packet.

### **Communications**

#### **FYI – Monthly Report**

Communications Director Brenda Bley reviewed the monthly report included in the meeting packet. Bley reported staffing currently has one vacant position and a pending January retirement. Staff continues to do on-line training monthly. The backup dispatch center will be installed at BUG Fire in January 2026.

### **Sustainability Matters to be Considered**

No matters were presented.

### **Legislative Matters to be Considered**

No matters were presented.

### **Request for Agenda Items for Next Month's Meeting**

Nothing as of this meeting.

### **Next Meeting Date**

Tuesday, January 13, 2026 – 10:00 a.m.

### **Jail Tour - §59.54(15), Wis. Stats Annual Inspection of Jail**

Lt. Bertrand provides jail tour to committee members.

### **Adjourn**

Motion by Jeanquart, seconded by Shaw to adjourn. Motion carried by voice vote. Time: 10:55 a.m.

Respectfully submitted by Diane Franklin, Administrative Assistant



# Door County Emergency Services

916 N 14<sup>th</sup> Ave.  
Sturgeon Bay, WI 54235

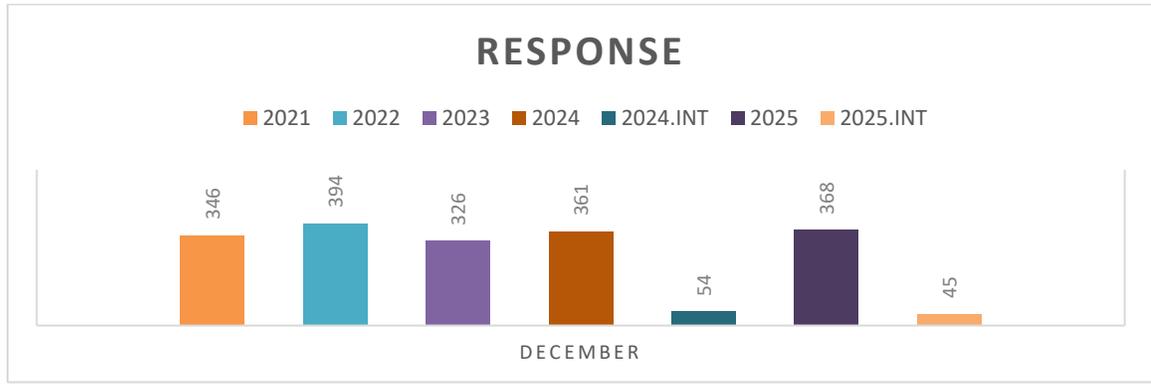
Aaron LeClair, Director

02/04/2026

TO: Public Safety Committee

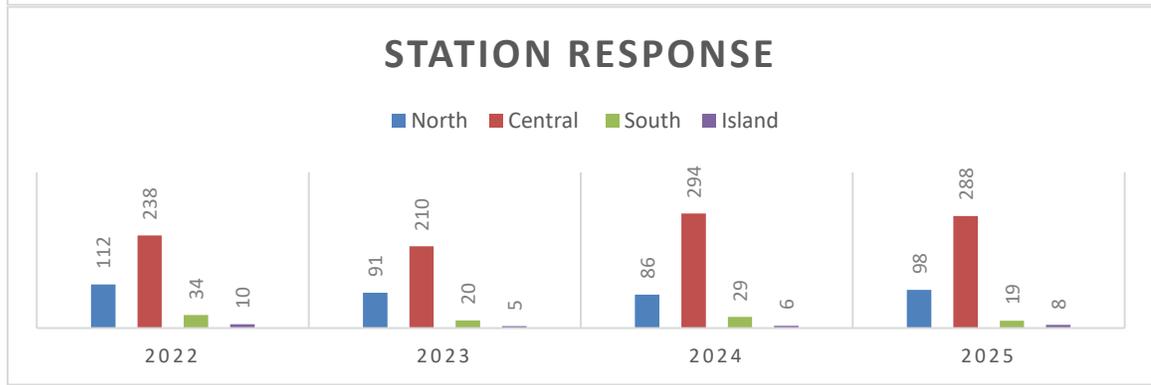
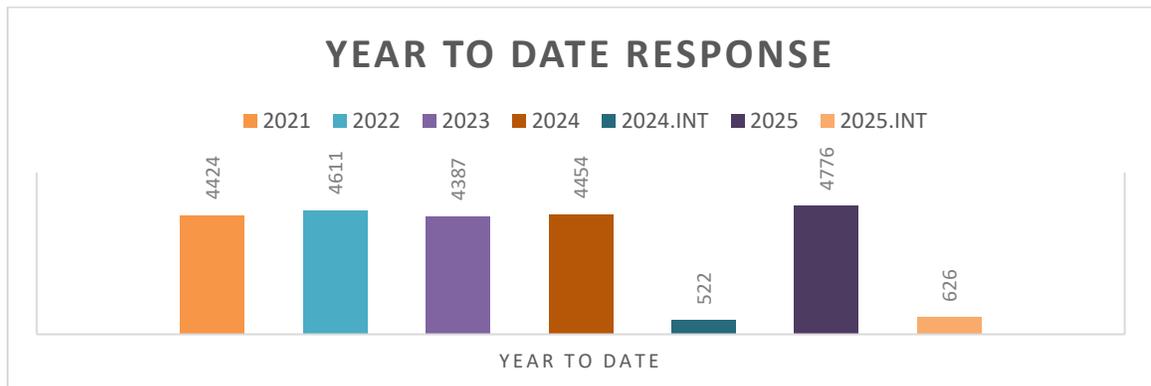
FROM: Aaron LeClair

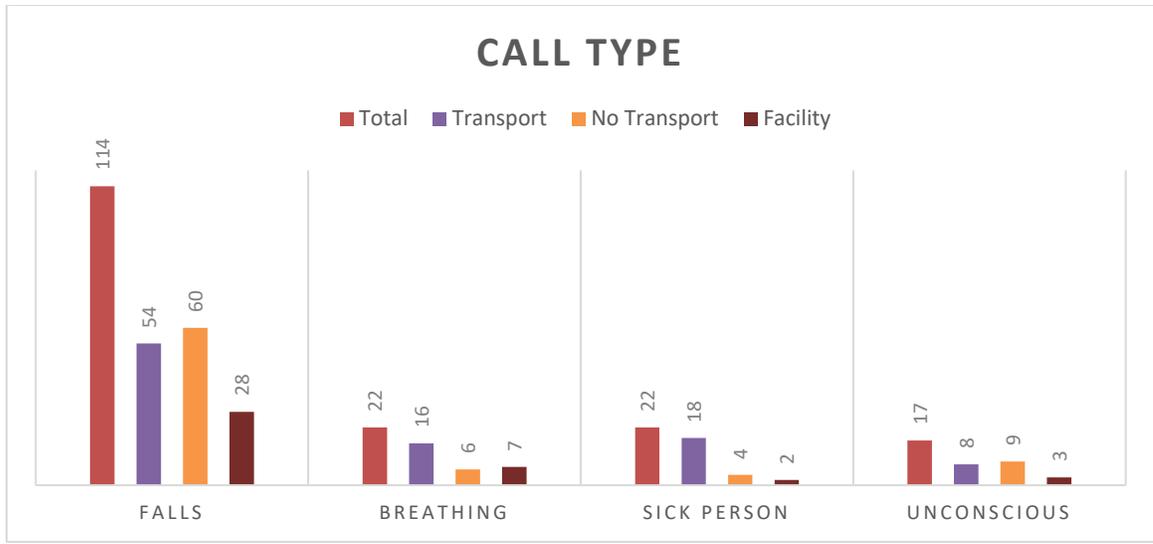
RE: Operations Summary –December 2025



**Response:**

	Primary	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
December	343	57	10	3





#### **DCMC Transfers:**

- Provided 45 transfers: ALS 36 BLS 9

#### **Fall Prevention:**

- Providing follow up phone calls and home visits to patients referred by crews.

#### **Training - Recruitment:**

- Personnel are participating on-line, in-house training programs, and Squad Meetings.
- Two EMTs continue in paramedic school.
- One EMT completed field training. Two EMTs continue field training.
- Nine personnel successfully completed the in house EMR class

#### **Staffing:**

<u>Full-time Paramedic:</u>	24 of 24 positions filled.
<u>Casual Call Paramedic:</u>	10 of 10 positions filled.
<u>Full-time EMT/AEMT:</u>	6 of 6 positions filled.
<u>Casual Call EMT/AEMT:</u>	25 of 25 positions filled.
<u>On Call EMT/AEMT (Island):</u>	15 of 20 positions filled.
<u>Captain:</u>	2 of 3 positions filled.
<u>Billing Specialist:</u>	2 of 3 positions filled.

#### **Emergency Management:**

Verbal update



# Door County Emergency Services

916 N 14<sup>th</sup> Ave.  
Sturgeon Bay, WI 54235

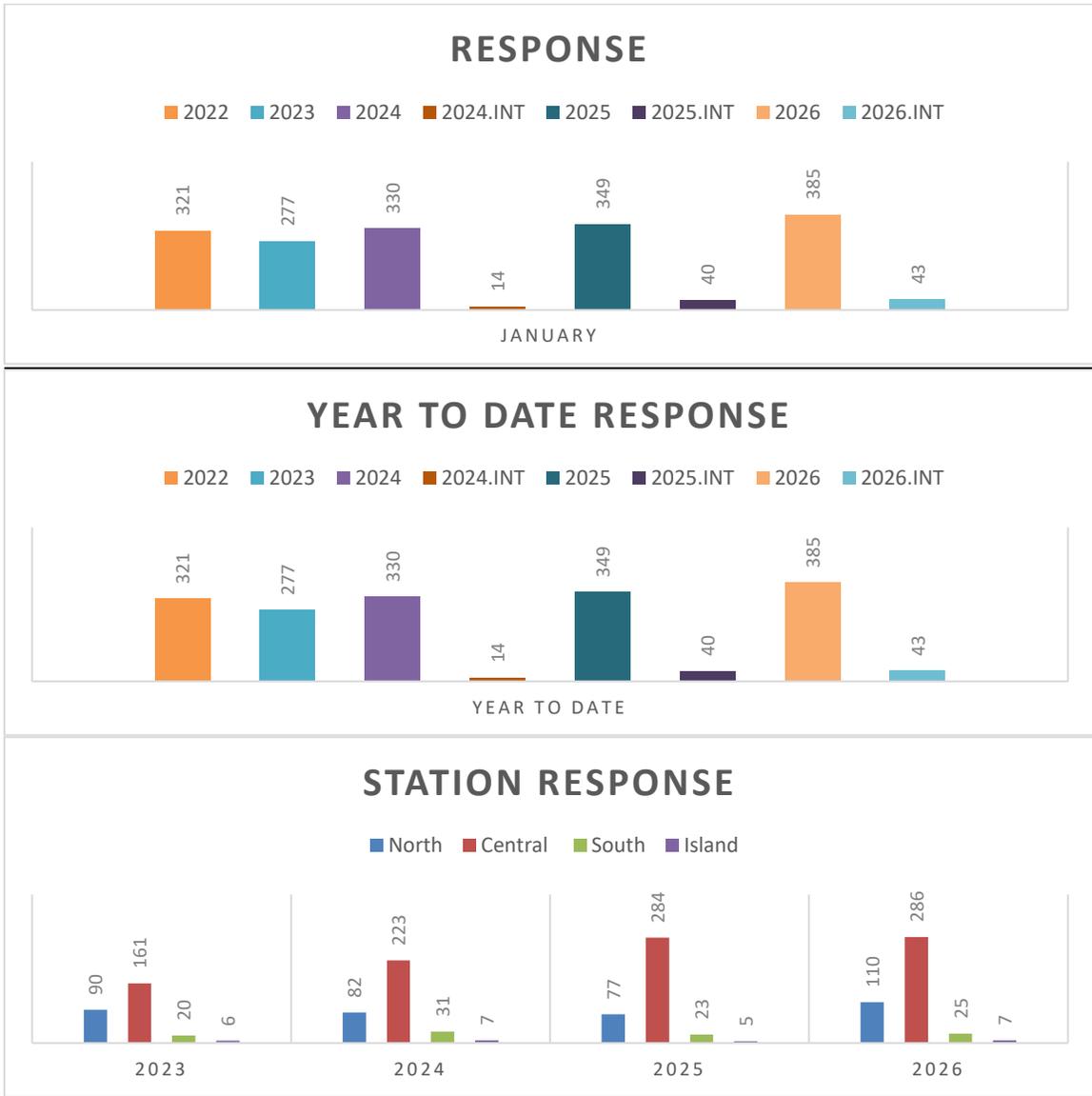
Aaron LeClair, Director

02/04/2026

TO: Public Safety Committee

FROM: Aaron LeClair

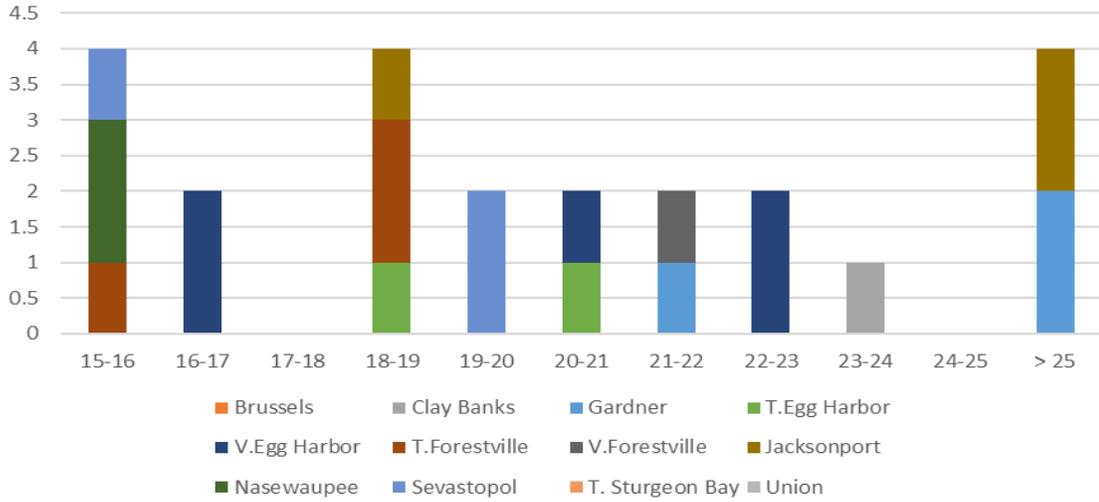
RE: Operations Summary – January 2026



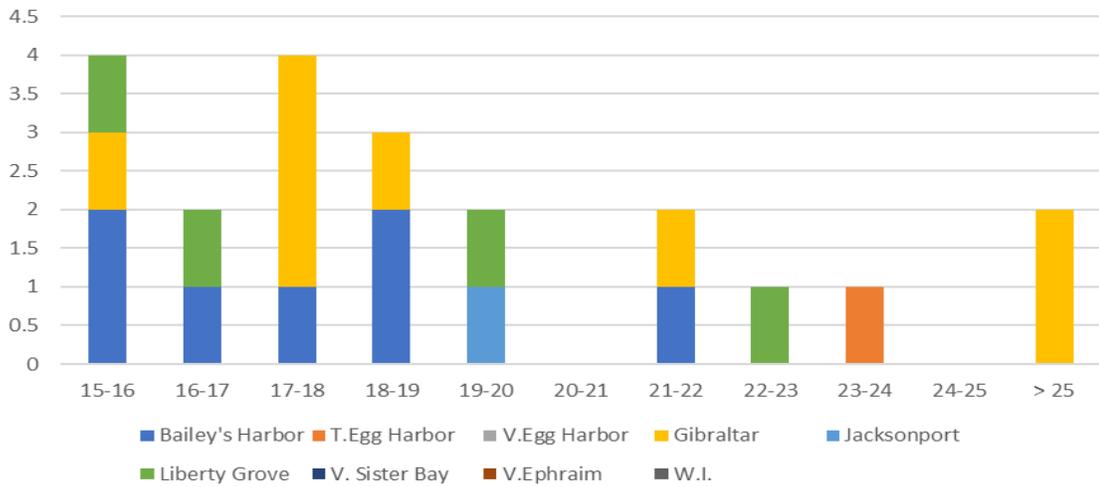
**Response:**

	Primary	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
January	343	76	8	1

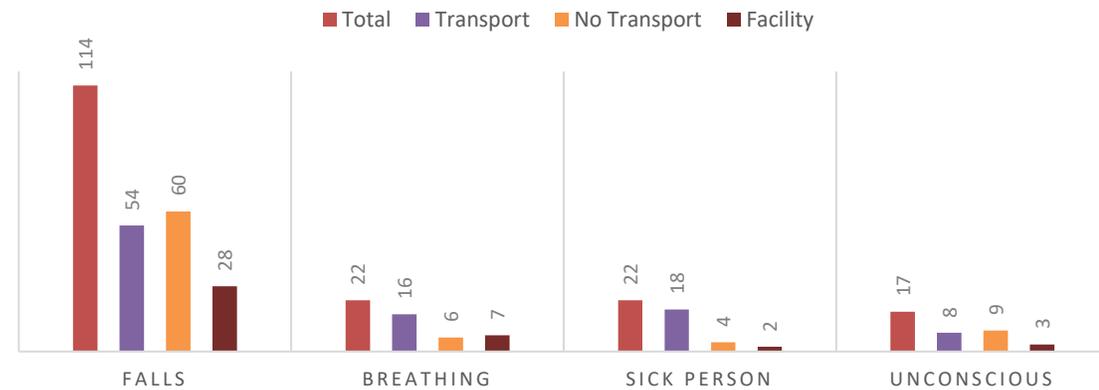
### Central - Arrival on Scene > 15 Minutes



### North - Arrival on Scene > 15 Minutes



### CALL TYPE





# Door County Emergency Services

916 N 14<sup>th</sup> Ave.  
Sturgeon Bay, WI 54235

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Aaron LeClair, Director

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<u>Billing Specialist:</u>	2 of 3 positions filled.

## **Emergency Management:**

Verbal update



**Door County  
Communications Center**

1201 S Duluth Ave  
Sturgeon Bay, WI 54235

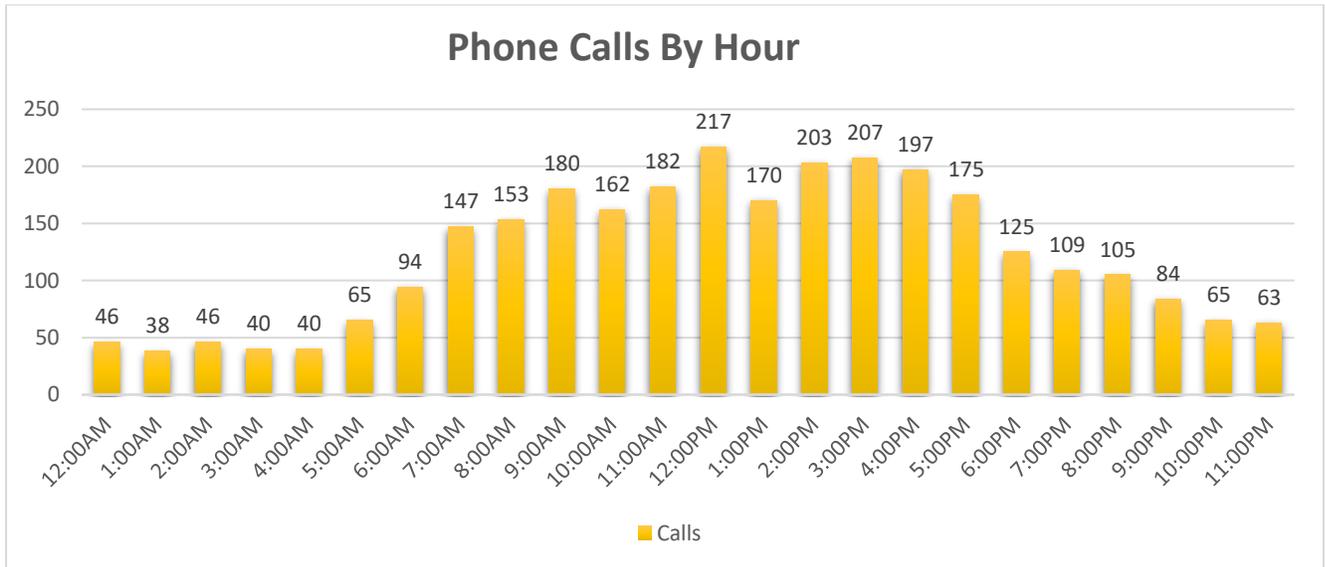
Director: Brenda Bley  
(920) 746-2407  
[bbley@co.door.wi.us](mailto:bbley@co.door.wi.us)

**Communications Monthly Report  
December 2025**

**Call Volume**

	December 2025	YTD 2025	December 2024	YTD 2024
<b>911 Line</b>	641	10,204	606	9,036
<b>Non – Emergency</b>	2,272	29,517	2,178	28,197
<b>Total</b>	<b>2,913</b>	<b>39,721</b>	<b>2,784</b>	<b>37,233</b>

**Peak Call Times**



**Top 5 Calls**

1. 911 Follow Up – 4.80%
2. Fall – 4.46%
3. Medical Emergency – 3.77%
4. Citizen Assist – 3.26%
5. Car in the Ditch – 3.20%

**Staffing**

- 10 Total staff
- 10 Full Time – including 2 Leads
- 0 Training
- 0 Onboarding
- 2 Open Positions



**Door County  
Communications Center**

1201 S Duluth Ave  
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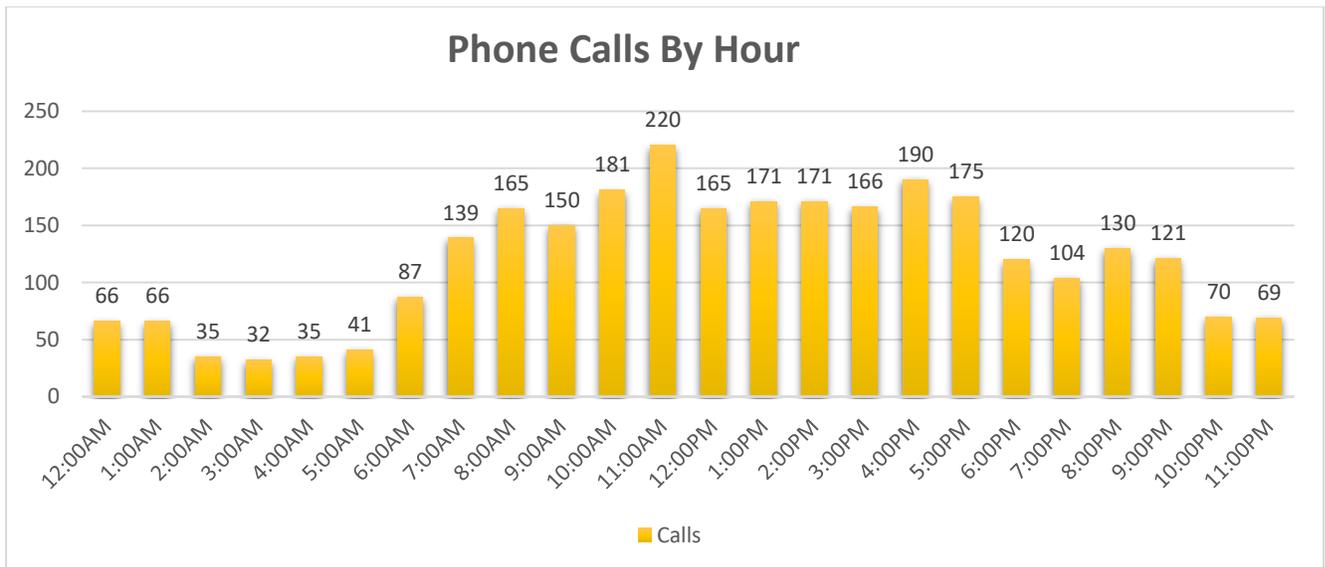
Director: Brenda Bley  
(920) 746-2407  
[bbley@co.door.wi.us](mailto:bbley@co.door.wi.us)

**Communications Monthly Report  
January 2026**

**Call Volume**

	January 2026	YTD 2026	January 2025	YTD 2025
<b>911 Line</b>	628	628	668	668
<b>Non – Emergency</b>	2,241	2,241	1,935	1,935
<b>Total</b>	<b>2,869</b>	<b>2,869</b>	<b>2,603</b>	<b>2,603</b>

**Peak Call Times**



**Top 5 Calls**

1. 911 Follow Up – 5.44%
2. Citizen Assist – 4.32%
3. Medical Emergency – 3.97%
4. Fall – 3.92%
5. Car in the Ditch – 2.39%

**Staffing**

- 10 Total staff
- 10 Full Time – including 2 Leads
- 0 Training
- 0 Onboarding
- 2 Open Positions