

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy Knudson  
INITIATED BY



Diane Michaelis  
DRAFTED BY

Public Safety and Justice Committee  
SUBMITTED BY

November 8, 2019  
DATE DRAFTED

**AUTHORIZING PURCHASE OF LEXIPOL CORRECTIONS POLICY MANUAL  
AND AMENDING THE 2019 BUDGET**

1 **WHEREAS**, the Sheriff's Office is currently using the Lexipol law enforcement policy manual and daily  
2 training bulletin services for Law Enforcement; and,  
3  
4 **WHEREAS**, the Sheriff's Office will benefit from implementing a similar program for Correctional  
5 Services; and,  
6  
7 **WHEREAS**, the policy manual and daily training bulletins will help the Correctional Services division  
8 and the County reduce risk and avoid litigation; and,  
9  
10 **WHEREAS**, the project start-up costs, including subscription, implementation, and extraction, are  
11 \$51,781; and,  
12  
13 **WHEREAS**, the funding for the Lexipol corrections policy manual and daily training bulletin services  
14 will come from Commissary Commissions and Equitably Shared Funds.  
15  
16 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled  
17 this 12<sup>th</sup> day of December, 2019, that a Purchase Order be issued to Lexipol, LLC, in the  
18 amount of \$51,781, for the purchase of a corrections policy manual and daily training bulletin services;  
19 and,  
20  
21 **BE IT FURTHER RESOLVED**, that the Sheriff's Office's budget for 2019 be amended as follows:

<u>Account/ Description</u>	<u>Budget 11/01/19</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
21-2200-0000-44170 Commissary Commissions	\$174,252	\$50,000	\$224,252
<u>Use of Funds</u>			
21-2200-0000-64904 Sundry Expense	\$174,252	\$50,000	\$224,252

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE

Reviewed and approved on a vote of

Mary Beaver  
Mary Beaver, Chair

5-0

Ron Bomkamp  
Ron Bomkamp

Mary Mawhinney  
Mary Mawhinney, Chair

Terry Fell  
Terry Fell

Brian Knudson  
Brian Knudson

Phillip Owens  
Phillip Owens, Vice Chair

19-12A-371

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FISCAL NOTE:

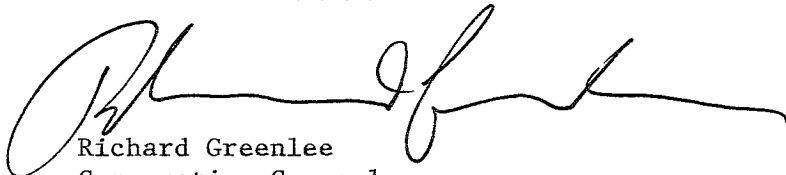
The initial costs and first year subscription to this service are being funded by commissary commissions and equitably shared funds. However, a funding source for future annual fees will need to be determined.



Sherry Oja  
Finance Director

LEGAL NOTE:

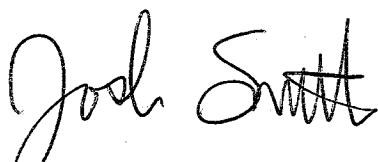
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Lexipol, LLC is the sole source provider of this training. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

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**Executive Summary**

The Sheriff's Office is currently using the Lexipol law enforcement policy manual and daily training bulletin services for Law Enforcement. The Sheriff's Office will benefit from implementing a similar program for Correctional Services.

The policy manual and daily training bulletins will help the Correctional Services division and the County reduce risk and avoid litigation. Lexipol's web-based tools will provide the Correctional Services division with:

- Policies that reflect up-to-date, applicable industry standards and best practices
- Content specific to the laws and practices of Wisconsin
- Daily scenario-based training that reinforces the Sheriff's Office's policies
- Timely updates in response to new legislation and case law

The project start-up costs are \$51,781. The start-up costs include the subscription cost (annual) and the implementation and extraction costs (one-time).

Subscription	\$15,998
Implementation and extraction	<u>\$35,783</u>
Total	\$51,781

The funding for the Lexipol corrections policy manual and daily training bulletin services will come from Commissary Commissions and Equitably Shared Funds.