



# HOLMEN POLICE DEPARTMENT

119 Wall Street W. - P.O. Box 54, Holmen, WI 54636-0054  
www.holmenwi.com

Chief Shane Collins  
Lieutenant Erich Zwicker  
Email: hpd@holmenwi.com

Business: 608-526-4212  
Fax: 608-526-6944  
Dispatch: 608-785-5942

## Village of Holmen Law Enforcement Committee March 1<sup>st</sup>, 2016

The meeting of the Holmen Law Enforcement Committee was held Tuesday, March 1, 2016, in the Village Board Room.

Chair Steve Johnston called the meeting to order at 6:03pm.

Present at the meeting: Committee members Steve Johnston, Chuck Olson, and Bill Ebner. Also in attendance were Scott Heinig and Shane Collins.

**Approval of Minutes** Bill Ebner and Chuck Olson motioned to approve the minutes of the December 1, 2015, meeting. The motion carried unanimously.

**Public Comment** Sue Lynch with the Culture of Risky Drinking Behavior Coalition spoke about the Social Host Ordinance on the agenda. Sue advised she was available for a resource to help write and pass this ordinance.

**Present Monthly Claims** The committee reviewed all claims for payment.

**Present Monthly Activity** The Committee reviewed monthly activity.

**Municipal Court Update** No meeting was held.

### **Consideration of Law Enforcement Mutual Assistance Agreement with the La Crosse Police Department**

Collins explained the purpose of this agreement is to permit the parties to the agreement to share services of law enforcement officers, resources and equipment to operate more effectively with regards to the investigation, prevention, and prosecution of law violations, and the investigation and handling of traffic crashes and enforcement on a daily and routine basis. This agreement is not intended to supersede mutual aid requests, but to allow for expanded authority for daily non-emergency operations. All committee members recommend approval by the Board the approval of signing the Mutual Assistance Agreement with the La Crosse Police Department.

Collins informed the Board he is working with the other area Chiefs from Onalaska, West Salem, Campbell and Bangor with the same type of Mutual Assistance Agreement.

**Discussion to create Social Host Ordinance** Collins presented the committee four samples of a social host policy from surrounding communities. All committee members unanimously agreed a social host policy should be developed. Committee members asked Heinig for guidance on how to create the social host ordinance. Heinig advised Collins would create the ordinance along with the Attorney Weber. The ordinance would be brought back to committee level for their approval and then board approval with a public hearing on the proposed ordinance. Trustee Olson asked we have the ordinance created and on the agenda for this committee in April.

**Recommendation to purchase Guidance Software** Collins informed the committee that Guidance Software is forensics software which is able to download cellular phones and computer information with a search warrant. This software is license with the Onalaska Police Department at this time. Onalaska has let the registration of the software expire. With the purchase to update the software license, Onalaska Police Department with provide the Holmen Police Department with the computer and dongle to operate this software at no charge. The fee for the license transfer is \$150.00 and the software update and registration is \$1495.00.

Collins informed the committee that the Holmen Police Department use to use Lantern Software but due to complication in renewing the license Lantern wanted to charge \$981.00 instead of the \$500.00. Lantern's capabilities are limited to only phones and what is currently on the phone. Guidance software capabilities are phones and computers. Guidance software also retrieves deleted information from these devices.

This item is a non-budgeted item. Lantern software was budgeted for \$500.00. The total purchase price for Guidance software would be \$1645.00 minus the \$500 which was budgeted for Lantern bring the non-budgeted price to \$1145.00.

Chuck Olson and Bill Ebner motioned to recommend approval to purchase Guidance Software. The motion carried unanimously.

**Adjourn** Steve Johnston and Bill Ebner motioned to adjourn. The motion carried unanimously.

Minutes by Shane Collins, Chief of Police

