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October 26th, 2021

Attention: County Board
Le Sueur County Administrator Joe Martin

Ref: The future status of Le Sueur County Emergency Management

Due to the future retirement of Ann Traxler, the County has requested from the Sheriff to provide an option of what Emergency Management would look like under the direction of the Sheriff and Le Sueur County Sheriff's Office.

The following is a proposal of how operations would be directed for such option if the County chooses to proceed in that manner:

Proposal to move Emergency Management under Sheriff's Office

Background

Le Sueur County Emergency Management (EM) currently is a stand-alone department with 1.5 FTEs. EM currently reports to the County Administrator.

The EM department has been very successful and effective in delivering a variety of services and programs for Le Sueur County residents. Past successful efforts have ranged from effective planning and preparation, obtaining grant funding, working with local municipalities and first responders, responding to incidents, and working on recovery efforts.

Considerations for Moving EM under Sheriff's Office

Many counties currently operate their EM under their Sheriff's Office. Following are some potential benefits of restructuring EM within the Sheriff's Office.

Benefits

- More unified incident command structure during critical incidents
- Additional personnel to be assigned EM duties
- Overhead cost savings

Potential Structuring

- Dedicated 2 FTE division within Sheriff's Department

- Current Le Sueur County Sheriff's Deputy would be assigned to be EM Director
- Incumbent Deputy EM Director would maintain current role and report to new EM Director.
- Additional staffing support as needed to assist Director and Deputy Director
 - Staffing support would come from Sheriff, Chief Deputy, Captain and Administrative Assistant
 - In essence, up to 6 people within Sheriff's Office can assist with duties as necessary.

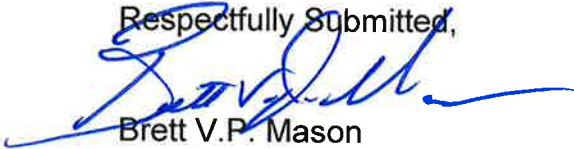
Potential County Cost Savings

- The assigned Sheriff's Deputy pay would equal that amount currently being paid to the outgoing EM Director (net zero cost savings to budget to EM budget)
 - Assigned Sheriff's Deputy position would be backfilled within the Sheriff's Office (would be savings to Sheriff's Office budget, as new Deputy pay would be lower than veteran Sheriff Deputy who would be assuming role of EM Director.
- Deputy EM Director will the stay same as proposed for 2022.
- \$20-\$25,000 in annual cost savings in overhead costs (e.g. storage, equipment, etc.)
- Could potentially reduce one-time radio cost of \$15,000

Sheriff would negotiate a slight increase in wage on top of 2022 COLA for taking responsibility of the Emergency Management Division under the Le Sueur County Sheriff's Office. This negotiation would occur between the Sheriff and County Administrator prior to final budget approval, and then ultimately conveyed to the County Board for consideration.

Le Sueur County Emergency Management has set a past precedent of excellent work product and continued relationships within the County concerning the overall complexity and the totality of circumstances within the duties and responsibilities of Le Sueur County Emergency Management. The Sheriff's Office would continue to strive to give the Le County Board, Citizens, and Employees the expectations that they deserve.

Respectfully Submitted,



Brett V.P. Mason
Sheriff