



City of West Allis

11301 W. Lincoln Ave.
West Allis, WI 53227

Meeting Minutes

Board of Police and Fire Commissioners

*Commissioner Joseph Kempen, President,
Commissioner Kevin Haass, Vice-President,
Amy Heron, Secretary
Commissioners Donald Nehmer and Christopher Ahrens*

Thursday, March 20, 2014

6:00 PM

Police Court Center

REGULAR MEETING

A. CALL TO ORDER

Commissioner Kempen called the meeting to order at 6:02 pm

B. ROLL CALL

Present: Commissioners Joseph Kempen, Christopher Ahrens, Kevin Haass, Amy Heron and Don Nehmer

Also Present: Fire Chief Steve Bane and Deputy Chief Jay Scharfenberg – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch, Deputy Chief Bob Fletcher, Captain Steve Beyer, Detective Nick Stachula, Lieutenant Jeff Nohelty and Sargent Steve Barwick – Police Department; Paul Ziehler, CAO – City of West Allis; Bridget Kennedy, Recording Secretary

C. APPROVAL OF MINUTES

A motion was made by Commissioner Haass and seconded by Commissioner Ahrens to approve the February 20, 2014 Regular Meeting Minutes.

D. FIRE DEPARTMENT

1. Firefighting Activity Report

Chief Bane submitted the Firefighting Activity Report prepared by Assistant Chief Streicher as well as the corresponding quadrant maps

Chief Bane stated that approximately \$70,000 of the \$90,000 property loss figure noted in February can be attributed to the fatal fire that happened recently at The Heritage House. Chief Bane briefly discussed this fire incident, and noted that a specific cause of the fire could not be determined. Additionally, Chief Bane discussed two other fires that occurred during February: 1) a dryer lint fire incident and 2) towels that started on fire at a Laundromat. He noted that neither fire caused any serious injury to parties involved.

Commissioner Nehmer asked about the increase in false alarms and Chief Bane stated that due to the extreme cold, sprinklers and water pipes have burst and triggered a number of these false alarms. He noted that with the weather turning, that number should decrease dramatically.

The Commissioners had no additional questions or concerns and the report was placed on file.

2. Fire Department Financial Report

Chief Bane submitted the Fire Department Financial Report

Chief Bane stated that the repairs and maintenance budget is over budget and noted that he and AC Streicher are in the process of reviewing the account transactions to date and will report back to the Commissioners at the April meeting. Chief Bane stated that other than that account, the remaining budget line items are in good shape overall.

The Commissioners had no additional questions or concerns and the report was placed on file.

3. Training Activity Report

Chief Bane submitted the Training Activity Report prepared by Deputy Chief Scharfenberg

Chief Bane asked DC Scharfenberg to review with the Commissioners the training regarding the dynamics of modern fire behavior. DC Scharfenberg noted that this training came about due to research centers such as the National Institute of Standards and Technology, who have provided scientific analysis of modern fire behavior and the impact of traditional firefighting tactics on the modern environment. DC Scharfenberg stated that the details of this analysis were recently applied to incidents as a guide to enhance the decision making process of firefighters, fire officers and incident commanders.

Chief Bane also noted that the department participated in ice rescue training which took place at the Quad Graphics facility in West Allis.

The Commissioners had no additional questions or concerns and the report was placed on file.

4. Fire Prevention Activity Report

Chief Bane submitted the Fire Prevention Activity Report prepared by Assistant Chief King

Chief Bane noted there was a slight increase in new construction and noted that in conversation with Development Director, John Stibal, it is expected that new construction will continue to increase with the building of the hotel located across from State Fair.

The Commissioners had no additional questions or concerns and the report was placed on file.

5. Emergency Medical Services Activity Report

Chief Bane submitted the EMS Activity Report prepared by Interim Deputy Chief Zellmann as well as February's Highlighted Calls report.

Chief Bane noted that mutual aid continues to decrease due to the ability to keep a fourth Med Unit in service over the past months.

Chief Bane also reviewed a number of highlighted calls handled by the paramedics during the month of February.

The Commissioners had no additional questions or concerns and the report was placed on file.

6. Emergency Medical Services Revenue Report

Chief Bane submitted the EMS Revenue Report prepared by Interim Deputy Chief Zellmann

Chief Bane stated that the subsidy due from the County is anticipated to arrive in April and will help to increase the bottom line to date.

The Commissioners had no additional questions or concerns and the report was placed on file.

7. Sick and Injured Report

Chief Bane submitted the Sick & Injured Report for February

Chief Bane stated that there was a drop in short term sick to date and he noted that not calling in sick and coming to work were topics that were covered at length when he presented his State of the Department address in January. Additionally, he noted that although long-term sick has increased, one of the two long-term sick employees will be retiring from the Department effective May 1. The other employee will remain on long-term sick for some time as his injury was quite encompassing and his eventual return has yet to be determined and finalized.

The Commissioners had no additional questions or concerns and the report was placed on file.

8. Master Plan Performance Snapshot

Chief Bane submitted the Master Plan Performance Snapshot.

The Commissioners had no additional questions or concerns and the report was placed on file.

9. Communication: 2014 ALS Billing Rates

Chief Bane submitted a communication regarding the confirmed 2014 ALS billing rates.

Chief Bane explained that these billing rates are determined by the EMS Committee of the Milwaukee County Association of Fire Chiefs (MCAFC) and were approved by the MCAFC at their February 5, 2014 meeting. Chief Bane stated that these billing rates increased by approximately 1.4% and will become effective on March 15, 2014.

The Commissioners had no additional questions or concerns and the report was placed on file.

10. Request for Approval: Memorandum of Understanding for Mutual Assistance

Chief Bane submitted a request for approval of a MOU for Mutual Assistance.

Chief Bane stated that this MOU is intended to strengthen the cooperation and sharing of fire and EMS services across city borders. He stated that this collaboration takes the concept of shared services and formalizes it into an operational system for all involved parties to follow. He noted that the goal of this MOU is to have the closest, most appropriate unit to an emergency respond regardless of the political jurisdiction of the incident or the responders. Chief Bane stated that upon the Commissioner's approval, this information will be submitted to the Common Council for their approval as well.

A motion was made by Commissioner Ahrens and seconded by Commissioner Haass to approve the Memorandum of Understanding for Mutual Assistance as presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

11. Request for Approval: Sole Source Agreement with ProPhoenix

Chief Bane submitted a request to approve the sole source purchase of the ProPhoenix Fire Records Management System (FireRMS).

Chief Bane stated that ProPhoenix is the provider of the WAPD RMS and CAD systems and this makes their FireRMS system a natural fit with the Fire Department.

Chief Bane stated that he began investigating the possibility of moving to this system at the urging of IT Manager, Jim Jandovitz. Chief Bane noted that after attending several demonstrations and in-house meetings with the ProPhoenix staff, he decided to move forward with this recommendation.

A motion was made by Commissioner Nehmer and seconded by Commissioner Ahrens to approve the request for the sole source purchase of the ProPhoenix Fire RMS package as presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

E. POLICE DEPARTMENT

12. Police Department Financial Report

Chief Padgett submitted the Police Department Financial Report

The Commissioners had no additional questions or concerns and the report was placed on file.

13. Staffing Update

Chief Padgett stated that the department will have 4 officers on shift beginning April 22nd and 3 moving to field officer training the week of March 24th. Chief Padgett stated that the department has completed the most recent recruitment application acceptance and noted that 36 applicants have been invited to participate in the physical agility test scheduled for April 5th. Chief Padgett stated that his goal is to hire 8 of the applicants no later than August as the training timeframe will not have them on duty until early 2015. Chief Padgett noted that the newly created IT position has been filled and barring any issues with the medical and psychological exams, will begin by the end of March. Additionally, Chief Padgett stated that the Records Specialist position has also been filled with an internal candidate from the police department.

The Commissioners had no additional questions or concerns and the report was placed on file.

14. Statistics

Chief Padgett submitted the Statistics reports for the Commissioners review.

Chief Padgett noted that with the extreme cold over the past months, crime activity has been reduced overall.

The Commissioners had no additional questions or concerns and the report was placed on file.

15. 2014 YTD Crime Category Overview

Chief Padgett submitted the YTD Crime Category Overview for the Commissioners review

Chief Padgett stated that YTD, most categories were down from last year.

The Commissioners had no additional questions or concerns and the report was placed on file.

16. Equitable Sharing Balance Information

Chief Padgett stated that as requested by Commissioner Kempen, he is submitting an overview of the Equitable Sharing Balance account. Chief Padgett stated that previously this account had been called the Asset Forfeiture account, but the name was changed to make it easier to separate out State Funds from Federal Funds. Chief Padgett stated that this fund has been crucial to help combat the huge drug problem that not only the City of West Allis is facing, but numerous surrounding areas as well.

The Commissioners had no additional questions or concerns and the report was placed on file.

17. Overtime Comparison

Chief Padgett submitted the Overtime Comparison report for the Commissioners review

Chief Padgett noted that there will be two (2) full-time dispatchers starting in April and he is expecting that the OT in that area will be reduced once they are on board. Additionally, Chief Padgett noted that report writing continues to be an area that produces overtime and training of new officers in this area continues to be a priority. Chief Padgett also noted that special events incurred some overtime and that is attributed to the recent visit of President Obama.

The Commissioners had no additional questions or concerns and the report was placed on file.

18. Crime Prevention Activity Report

Lieutenant Jeff Nohelty presented the Crime Prevention Activity Report

Lt. Nohelty reviewed a number of activities taking place in this division to include:

- Planning of the spring citizen police academy that will run for 10 weeks. Currently there are 25 people scheduled to attend;
- 5 week landlord training program scheduled for April 10, 2014;
- Finalization of the Officer/Citizen award program scheduled for May 22, 2014

Lt. Nohelty also reviewed the domestic violence and WISH support group program as well as the Community and School liaisons activities during the month of February. Lastly, Lt. Nohelty shared a 28-page booklet with the Commissioners that are available to the citizens of West Allis which provides an informational guide to various programs offered by the Crime Prevention Bureau.

The Commissioners had no additional questions or concerns and the report was placed on file.

19. Crime Analysis Report

Deputy Chief Botsch presented the Crime Analysis Report prepared by Crime Analyst Chrisie Hunter

DC Botsch stated that Chrisie has been working to gather pertinent information to be included in the 2013 Police Department Annual Report. Additionally, DC Botsch stated that Chrisie has begun creating a program to help collect outstanding parking ticket monies and one of new Records Specialists initiatives will be to work with Chrisie on this project.

20. Traffic Report

Deputy Chief Botsch submitted the Traffic Report prepared by Lieutenant Todd Clementi

Chief Botsch stated that for the month of February, 32 individuals were arrested for OWI, 9 of which were residents of West Allis. Chief Botsch stated that the Warrant Bureau continues to stay busy and during the month of February, the bureau brought in \$103,000 for cleared warrants, not including parking violations. DC Botsch stated that since the retirement of Cpl. Buerger in this division, Cpl. Randy Holmes continues to work alone and has done an outstanding job in his general job duties.

The Commissioners had no additional questions or concerns and the report was placed on file.

21. Training Report

Deputy Chief Botsch submitted the Training Report prepared by Captain Ron Versnik and Sergeant David Madden

DC Botsch thanked all of those departments involved in the honor guard activities and everyone's additional help in the preparation and honoring of Detective Stacie Napoli at her funeral in late February. DC Botsch provided an update on the police training facility stating that negotiations with the school district were successful and the department has been able to secure a piece of land behind the building to house the training facility. DC Botsch stated that the next steps will be to work with city development and engineering on some safety issues and then keep moving forward on this project.

The Commissioners had no additional questions or concerns and the report was placed on file.

22. Sick & Injured Report

Deputy Chief Botsch submitted the Sick & Injured Report for February.

The Commissioners had no additional questions or concerns and the report was placed on file.

23. 1st Shift Activity Report

Deputy Chief Fletcher submitted the 1st Shift Activity Report prepared by Captain Rob Navarrette

DC Fletcher reviewed several significant arrests and noted that a drug bust by Sgt. Spath was brought about by a traffic violation stop. DC Fletcher stated that during the stop, Sgt. Spath suspected the driver of drug dealing and K-9 Sonny and handler were called to the scene. DC Fletcher noted that Sonny recovered several illegal drugs and paraphernalia in the car.

DC Fletcher also noted that an initiative for the month was for officers to check for abandon vehicles on the street and ensure that they were moved by the owner or otherwise taken care of.

The Commissioners had no additional questions or concerns and the report was placed on file.

24. 2nd Shift Activity Report

Deputy Chief Fletcher submitted the 2nd Shift Activity Report prepared by Captain Chad Evenson and Lieutenant Nick Pye

DC Fletcher recognized Officer Primising for observation of a male suspect wearing dark clothing with a hood over his face, walk into a local business. DC Fletcher stated that after noticing officers in the parking lot, the suspect fled on foot. The suspect was apprehended and arrested for several offenses and a current investigation into several credit cards found in his possession is ongoing.

DC Fletcher also stated that due to the young police force, as well as a refresher for seasoned officers, a need was identified to provide additional training in the area of interview and interrogations techniques. DC Fletcher stated that a 1-hour course was developed and presented by Lt. Pye and the training sessions will continue thru March to ensure all officers have received this training.

The Commissioners had no additional questions or concerns and the report was placed on file.

25. 3rd Shift Activity Report

Deputy Chief Fletcher submitted the 3rd Shift Activity Report prepared by Captain Christopher Marks

DC Fletcher discussed an arrest by Sgt. Kempinski who observed 2 male occupants sitting in a vehicle. DC Fletcher stated that the passenger slumped down in his seat trying to conceal himself from Sgt. Kempinski. DC Fletcher stated that after receiving back-up, the occupants were ordered out of the car and a search was conducted. DC Fletcher stated that a firearm and drugs were found and both occupants were arrested and charged accordingly by the Milwaukee County DA's office.

The Commissioners had no additional questions or concerns and the report was placed on file.

26. Criminal Investigations Unit Activity Report

Deputy Chief Fletcher submitted the Criminal Investigations Unit Activity Report prepared by Captain Barry Waddell

DC Fletcher reviewed a number of major cases this Unit has been working on, to include an infant death at a residential day care center. DC Fletcher stated that the investigation is ongoing, but no criminal actions appear to have led to the infant's death.

DC Fletcher also stated that battery thefts continue from construction equipment around the Zoo interchange and the department has developed a directed patrol mission in conjunction with the patrol division and the construction companies. DC Fletcher stated that this is not just a West Allis problem, but these thefts are occurring all over the Milwaukee metro area.

The Commissioners had no additional questions or concerns and the report was placed on file.

27. Sensitive Crimes Activity Report

Deputy Chief Fletcher submitted the Sensitive Crimes Activity Report prepared by Lieutenant Jessica Johnson

DC Fletcher stated that February was a difficult month for this team due to the tragic and unexpected loss of Detective Napoli as well as the number of challenging and ongoing sensitive crime cases that were investigated during the month. DC Fletcher stated that the bureau arrested an offender who had befriended a minor on facebook which eventually led to inappropriate sharing of photos. The offender was charged with one count of exposing a child to harmful material. DC Fletcher noted that crimes against minors continue to increase due to the many social media networks, such as Facebook, readily available for public use.

The Commissioners had no additional questions or concerns and the report was placed on file.

28. Tavern Violations

Deputy Chief Fletcher submitted the Tavern Violations report for February

The Commissioners had no additional questions or concerns and the report was placed on file.

F. POLICE AND FIRE COMMISSION

29. Discussion: Nepotism Policy

Commissioner Kempen stated that the Nepotism Policy was drafted and prepared by the City Attorney's Office. He noted that both departments have a long history of family involvement and stated that a policy such as this will ensure the protection of the individual and department and will also honor the long standing history of families working in the fire and police divisions.

Chief Padgett:

Chief Padgett stated that the Police Departments Workplace Relationship policy goes further than the proposed nepotism policy in that it is more about personal relationships between members of the department that may jeopardize the overall public trust of the department. Chief Padgett stated that the police department had/has over the years, family members that did report directly to family members and it was expected that every member be treated fair

and equitable across the board, regardless of their situation and position. Chief Padgett further stated that the Chiefs should be trusted and are more than capable to handle these types of situations in a fair and reasonable manner without having this type of restrictive policy. Chief Padgett stated that we are all professional adults and it is expected that everyone's behavior will reflect this professionalism as well.

Chief Bane:

Chief Bane stated that an obstacle most likely applicable to the fire department is the fact that time trades are a common occurrence among staff members which means that inadvertently, a firefighter may come under direct supervision of a family member and there would be no way to control this situation from happening. It would require many additional hours of policing these time trades as well as constantly changing station coverage to ensure these family connections are avoided. Additionally, Chief Bane noted that there have been constant and numerous incidents of family relations within the department and to date, there have been no issues regarding nepotism. Chief Bane also noted that having this sort of strict policy enforced would require the Fire Union to become involved as a change in time trade policy or other station assignment arrangements would then need to become a contractual agreement between the City and Union.

Commissioner Nehmer

Commissioner Nehmer stated that, in general, he was not in favor of a policy that restricts seeking employment with the City of West Allis Fire/Police departments. He stated that the hiring process has measures for all candidates and stated that the integrity of the process should take into account these situations. Commissioner Nehmer noted that having said that, he does not agree with an employee in a supervisory role completing and giving an annual performance review of a direct relative. Commissioner Nehmer stated that adding a section to the HR application requiring that candidates disclose family relation on either department would be beneficial.

Commissioner Ahrens:

Commissioner Ahrens stated that he did not feel this type of policy was really necessary. He stated that if it was the decisions of the Commission to move forward, there were many items on the policy that would need to be narrowed down to more specific terms and description. Commissioner Ahrens noted that deferring to the Chief's regarding this issue is one of the things they have been hired to handle, and the PFC board is there to help and give guidance if need be. Commissioner Ahrens agreed with Commissioner Nehmer regarding adding a section regarding disclosure of family to the general HR application would be beneficial.

Commissioner Haass:

Commissioner Haass agreed that family members of Command Staff should be allowed to apply to the departments, as any other potential candidate.

Commissioner Heron:

Commissioner Heron stated that if there has not been a problem in the past, why does there need to be one now. Commissioner Heron agreed with other Commissioners that the current Chiefs are hired on the basis of their ability to run an effective department, and as such, should be given the benefit of the doubt regarding these situations.

Commissioner Kempen:

Commissioner Kempen stated that at the very minimum, it needs to be made clear that superior influence or behavior that unfairly promotes and individual because of a family connection is serious and would be dealt with severely.

Paul Ziehler:

Mr. Ziehler noted that the only way to prevent the possible discipline or firing of a family relative by another would simply be to not allow them to work for the City or in same department.

On a motion made and seconded, the discussion of the Nepotism policy was tabled and Commissioner Haass stated that he will poll other PFC boards for feedback regarding their experiences with any nepotism issues and/or if they have such a policy in place.

The motion carried by the following votes:

Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
No: 0

G. CLOSED SESSION

No Closed Session Business

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:00 pm

Public Meetings

All meetings of the West Allis Board of Police and Fire Commissioners are public meetings. In order for the general public to make comments at the meetings, an individual should schedule an appearance with the President of the Board, or with the appropriate Chief, otherwise, the meeting is a working session for the Commission itself, and discussion by those in attendance is limited to Board members, the Mayor, alderpersons, staff and others that may be a party to the matter being discussed.

Nondiscrimination Statement

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to or treatment or employment in, its services, programs or activities.

American with Disabilities Act Notice

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

Limited English Proficiency Statement

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.