



City of West Allis

7332 W. National Ave.
West Allis, WI 53214

Meeting Minutes

Board of Police and Fire Commissioners

*Commissioner Joseph Kempen, President,
Commissioner Donald Nehmer, Vice-President,
Commissioner Amy Heron, Secretary
Commissioner Fred Mikolajewski*

Thursday, June 19, 2014

6:00 PM

West Allis Fire Administration

REGULAR MEETING

A. CALL TO ORDER

Commissioner Kempen called the meeting to order at 6:00 pm

B. ROLL CALL

Present: Commissioners Joseph Kempen, Fred Mikolajewski, Amy Heron and Don Nehmer

Also Present: Fire Chief Steve Bane, Battalion Chief Dave Jarosch – Fire Department; Police Chief Chuck Padgett, Deputy Chief Chris Botsch, Deputy Chief Bob Fletcher, Captain Steve Beyer, Lt., Chris Beldin – Police Department; Bridget Kennedy, Recording Secretary

C. APPROVAL OF MINUTES

A motion was made by Commissioner Nehmer and seconded by Commissioner Heron to approve the May 15, 2014 Regular and Closed Session Meeting Minutes.

Commissioner Kempen introduced newly appointed Police & Fire Commissioner Fred Mikolajewski and Commissioner Mikolajewski provided an overview of his work and personal history to those in attendance. Commissioner Mikolajewski then answered various questions from meeting attendees and provided additional information and insight.

D. POLICE DEPARTMENT

1. Communication Activity Report

Lt. Chris Beldin submitted the Communication Activity Report

Lt. Beldin stated that he has been in charge of the department's communication center since December of 2012. He stated that the communication center is the first point of contact for the West Allis Police and Fire department incident calls. Lt. Beldin explained that recently the communication center has adopted a set of protocols – Emergency Medical Dispatch – that consist of scripted answers to various issues that the dispatchers encounter frequently. Lt. Beldin stated these scripted and standard responses are able to help a citizen perform activates such as CPR or other temporary life-saving techniques until the arrival of a trained professional. Lt. Beldin stated that calls received thru the communication center are randomly reviewed for quality assurance and in May 2014, approximately 125 such calls were selected.

Lt. Beldin stated the currently the staff at the communication center consists of 9 full-time dispatchers, 6 desk Sergeants and 5 part-time dispatchers.

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

2. Staffing Update

Chief Padgett stated that department is still down 8 sworn officers and in addition, he noted that there may be two (2) others possibly leaving the department in the near future. Chief Padgett also stated that he is expecting 3-5 officers to retire from the force in 2015. Chief Padgett stated that he is finishing the recruiting and interview process and his goal is to hire at least 8 of the interviewees. Chief Padgett noted that timing for the PFC interviews would be approximately the 3rd week in July. Chief Padgett also stated that two newly hired parking control officers are finishing their training and will be on duty the week of June 23rd. He noted that they are working a staggered shift, 7 days a week.

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

3. Overtime Comparison

Chief Padgett submitted the Overtime Comparison report

Chief Padgett stated that report writing OT continues to occur and he stated that his command staff is committed to decreasing OT hours.

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

4. Police Department Financial Report

Chief Padgett submitted the Police Department Financial Report

Chief Padgett stated that there is an encumbrance on the books for the purchase of video equipment; however overall, the department's budget continues to operate efficiently.

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

5. Statistics

Chief Padgett submitted the Statistics Overview report.

Chief Padgett stated that the department will be releasing their 2013 Annual Report soon and it will be forwarded to the Commissioners via email for their review. Chief Padgett noted specifically the Statistic chart showing a comparison of OT hours, Jan-May and a correlation between new hire training and overtime during this timeframe. Chief Padgett also provided the Commissioners with a Heroin incident update from Crime Analyst Chrisie Hunter and noted that he as well as members of the Fire Department, Mayor Devine and HIDTA representatives attended a heroin summit in Milwaukee. Chief Padgett said the summit was very informative and solidified the continuing need for all communities to work together to combat this growing drug problem.

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

6. 2014 YTD Crime Category Overview

Chief Padgett submitted the 2014 YTD Crime Category Overview

Chief Padgett noted that in many of the reported categories, numbers had slightly decreased.

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

7. 1st Shift Activity Report

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

DC Fletcher reported on 2 significant arrests in May. He noted that Officers responded to a burglary and located the offender in the area and arrested him. DC Fletcher stated that after a complete investigation, the offender was eventually linked to 18 other thefts and burglaries in and around the West Allis/Milwaukee areas. DC Fletcher also noted that a car with numerous bullet holes parked on 58th and Burnham was linked to and involved in a shooting that occurred in Milwaukee. After further investigation, the gathered information was forwarded to Milwaukee PD for final resolution. DC Fletcher also discussed an in-service training instruction entitled Below 100. DC Fletcher stated that this is a nationally taught program and the goal is to reduce law enforcement deaths to below 100. DC Fletcher stated this training covers what officers should be doing on a regular basis to protect themselves, which include wearing their safety vests, wearing seat belts, keeping within the speed limit, etc.

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

8. 2nd Shift Activity Report

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

DC Fletcher reported on a suicide attempt that upon arrival, found both the victim and family members uncooperative regarding the situation. DC Fletcher noted that the potential suicide victim was eventually transported to the hospital and a family member was arrested for resisting an officer and was then released.

DC Fletcher stated that 2nd shift continues to focus on the Hwy 100 cruising enforcement initiative as well as the weed and seed and tavern check initiatives.

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

9. 3rd Shift Activity Report

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

DC Fletcher stated 3rd shift officers responded to a number of domestic violence calls during the month of May. He noted that in almost all the cases cited, offender arrests and charges occurred. DC Fletcher stated that tourniquets and combat gauze are currently in use by the Crisis Response Unit; however, an ongoing initiative will be to explore the possibility of

training all officers on 3rd shift in the use of these items and equipping them after adequate training has been conducted.

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

10. Crime Prevention Activity Report

Deputy Chief Chris Botsch submitted the Crime Prevention Activity Report submitted by Lieutenant Jeffrey Nohelty

DC Botsch recognized Victim Advocate Holli Stevens who recently received an award that recognized her dedicated work during 2013 as it relates to domestic violence. DC Botsch stated that Holli was nominated and write-ups were submitted by other victim advocates for her work and she stood out from the crowd. DC Botsch also stated that the department is in the early stages of planning and prepping for the Crime Prevention Bureau to move to the Police Sub-Station. He stated that over the years, the department has received requests from citizens to have more police presence on the East end of the City. DC Botsch stated that currently the building is being evaluated to ensure that necessary office equipment such as copier, printers, etc., will be supported effectively.

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

11. Criminal Investigations Unit Activity Report

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

DC Fletcher discussed a case that involved a white male arrested after he committed at least 11 offenses over a single 1-night period timeframe. DC Fletcher stated that the offenses included Burglary, theft and theft from auto.

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

12. Sensitive Crimes Activity Report

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

DC Fletcher discussed the recent CORE meeting conducted by the department in conjunction with the Department of Correction (DOC). This meeting was to discuss the possibility of a sex offender being released back into the West Allis Community. DC Fletcher stated that approximately a dozen people attended the meeting. DC Fletcher stated that at this time, the offender will not be released into West Allis as DOC is evaluating the situation further regarding his living arrangements with his parents.

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

13. Tavern Violation Report

Deputy Chief Bob Fletcher submitted the Tavern Violation Report prepared by Lieutenant Jessica Johnson

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

14. Crime Analyst Report

Deputy Chief Chris Botsch submitted the Crime Analyst Report as well as the police bulletins information sheets prepared by Crime Analyst Chrisie Hunter

DC Botsch stated that the police bulletins are used daily by the patrol officers for reference and informational purposes.

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

15. Traffic Report

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

DC Botsch stated that the 2 new parking control officers will begin working their shifts the week of June 23rd. He noted that they will be staggered shifts, 7-days a week and stated that part of their responsibilities will also be to collect outstanding tickets and to help with warrant processing.

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

16. Training Report

Deputy Chief Chris Botsch submitted the Training Report prepared by Captain Ron Versnik and Sergeant Archie Dunbar

DC Botsch stated that department in-service training that began in April is now completed. DC Botsch also noted that Ct. Versnik, Sgt Dunbar and Sgt. Dave Madden worked together to create a new driver training program for parking control officers. He stated that the postal service and the CVMIC organization were contacted to see if they had such a driving training program, but did not. DC Botsch noted that CVMIC stated that if/when the department created such a program, they could submit it to CVMIC for evaluation purposes and the training program could potentially be available for other members to use as well.

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

17. Sick & Injured Report – May

Deputy Chief Botsch submitted the May Sick & Injured Report

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

E. FIRE DEPARTMENT

18. Firefighting Activity Report

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

Chief Bane reviewed the fire incidents noted in AC Streicher's report. He also noted that to date, fire property loss is down quite a bit from 2013. Chief Bane then briefly discussed some changes that are being made to accommodate the challenges where construction areas have disrupted the usual access and service is compromised.

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

19. Fire Department Financial Report

Chief Bane submitted the Fire Department Financial Report.

Chief Bane stated that overall the budget, to date, is in good shape.

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

20. Training Activity Report

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

Chief Bane stated that the month of May for the training department was devoted largely to the training of the department's 4 recruits: PFF's Acker, Emery, Williams and Livingston. Chief Bane stated that the recruits started on April 28th and after 6 weeks of intense training, are now currently assigned to 24 hour duty and are doing well.

Chief Bane also noted that fire personnel received training as it relates to crude oil transportation emergencies. He stated that there has been an increase in the volume of crude oil being transported via railway and this training was focused on how to prepare for a potential crude oil emergency.

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

21. Fire Prevention Activity Report

Chief Bane submitted a Fire Prevention Activity Report prepared by Assistant Chief Martin King

Chief Bane stated that AC King has been spending extra time with a number of new business prospects to help them get their site requirements on track as quickly as possible so that their business can begin operation. Chief Bane also noted that general business inspections continue to run on schedule and follow-ups are done on a timely basis.

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

22. Emergency Medical Services Activity Report

Chief Bane submitted the EMS Activity Report prepared by Interim Deputy Chief Kurt Zellmann as well as the corresponding May Highlighted EMS calls.

Chief Bane stated that the response times in May were very good and noted that 90.1% of EMS alarms received in May had the first arriving unit on scene in 5 minutes or less. Chief Bane also stated that many of the EMS calls continue to consist of heroin overdoses or some level of heroin usage.

Chief Bane also discussed some of the calls noted on the May highlighted calls report.

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

23. Emergency Medical Services Revenue Report

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

Chief Bane noted that the department did receive expected money from Milwaukee County, however the amount was not accurate. Chief Bane stated that he has been assured via conversations with Milwaukee County that money deposited next quarter will be accurate and bring the total up to the correct amount to date.

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

24. Sick and Injured Report

Chief Bane submitted the May Sick and Injured Report

Chief Bane stated that although short-term sick numbers are reduced, family leave is expected to continue to increase as there are a number of young firefighters who are starting families. Additionally, Chief Bane noted that long-term sick will also increase as another firefighter recently went on long-term due to a severe back injury that occurred off-duty.

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

25. Master Plan Performance Snapshot

Chief Bane submitted the Master Plan Performance Snapshot

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

26. Request for Approval: Completion of Firefighter Probationary Periods and placement on Fire Department Roster

Chief Bane stated that probationary firefighters Joshua Bobrowitz, Cody Jarosch and Armando Suarez del Real, who began their career with the department on July 8, 2013, have completed the necessary requirements during their probationary year. He stated that monthly evaluations from their commanding officers have been very positive and asks that the board approve their placement on the Fire Department Roster.

A motion was made by Commissioner Nehmer and seconded by Commissioner Heron to approve the above request as presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Mikolajewski, Heron, Nehmer
No: 0

27. Communication: Mobile Integrated Health Care/Community Paramedic

Chief Bane shared with the Commissioners an overview of a program called Mobile Integrated Healthcare (MIHC) that has the potential to be a very beneficial program for the City of West Allis. Chief Bane stated that meetings with Aurora West Allis Medical Center have been ongoing for over a year and both parties have determined that such a community based program warrants further investigation. Chief Bane stated that a trip has been planned to visit MedStar Mobile Health Care in Ft. Worth, Texas to tour their facility and gather additional information as it relates to instituting and coordination of such a program in West Allis.

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

F. POLICE AND FIRE COMMISSION

28. Request to Approve: HIDTA Sole Source Contract to purchase PLX database server upgrade

The City of West Allis Purchasing Division submitted a request for approval from Milwaukee HIDTA to contract with Pen-Link to purchase a PLX database server upgrade.

A motion was made by Commissioner Nehmer and seconded by Commissioner Heron to approve the Sole Source Contract with Pen-Link for the total sum of \$11,088.75

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Mikolajewski, Heron and Nehmer
No: 0

29. Discussion: Police and Fire Commission Rules

Commissioner Kempen submitted to the PFC Board and Chiefs the City of West Allis Rules of the Board of Police and Fire Commissioners booklet. Commissioner Kempen asked that the Chief's review their respective areas and update as necessary and stated that he and Commissioner Nehmer will be meeting to discuss additional updates as it relates to the PFC Board in general. Commissioner Kempen stated that reviews and updates will be discussed in an upcoming PFC meeting and would like to have the booklet updated by the end of the year.

G. CLOSED SESSION

No Closed Session Business

H. ADJOURNMENT

There being no further business, on a motion made, seconded and unanimously passed, 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.