



# City of West Allis

7332 W. National Ave.  
West Allis, WI 53214

## Meeting Minutes

### Board of Police and Fire Commissioners

*Commissioner Donald Nehmer President,  
Commissioner Amy Heron, Vice-President,  
Commissioner Fred Mikolajewski, Secretary  
Commissioners David Princeton and Kurt Kopplin*

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Thursday, June 18, 2015

6:00 PM

West Allis Fire Administration

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#### REGULAR MEETING AND CLOSED SESSION

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#### AMENDED CLOSED SESSION VERBIAGE

##### A. CALL TO ORDER

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

##### B. ROLL CALL

Present: Commissioners Kurt Kopplin, David Princeton, Fred Mikolajewski, Amy Heron and Don Nehmer

Also Present: Fire Chief Steven Bane, Deputy Chief Mason Pooler, Battalion Chief Dan Levenhagen – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch, Deputy Chief Robert Fletcher, Captain Steve Beyer, Police Officer Sharif Said – Police Department; Rebecca Grill, CAO – City of West Allis; Bridget Kennedy, Recording Secretary

##### C. APPROVAL OF MINUTES

A motion was made by Commissioner Heron and seconded by Commissioner Kopplin to approve the May 21, 2015 Regular and Closed Session Meeting Minutes.

The motion carried unanimously.

##### D. POLICE DEPARTMENT

###### 1. Overtime Comparison

Captain Steve Beyer submitted the Overtime Comparison Report.

Ct. Beyer stated that OT January-May was down significantly then same time last year, and he stated that the Command Staff continues to monitor and manage officer time efficiency on a daily basis.

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

###### 2. Police Department Financial Report

Captain Steve Beyer submitted the Police Department Financial Report for May.

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

3. Statistics

Captain Steve Beyer submitted the Statistic reports covering May 2014 thru May 2015.

Ct. Beyer stated that although from the Statics report, there were 11 Heroin deaths in 2014 and only 1 to date in 2015; Heroin continues to ravage West Allis and surrounding areas with overdoses and other health issues as it relates to the effects of Heroin usage. Ct. Beyer also stated that traffic tickets and parking tickets issuance are up year-to-date.

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

4. Collaborative Speed Grant IGA – WMPD

Captain Steve Beyer submitted the Collaborative Speed Grant for review and approval.

Ct. Beyer stated that this agreement is different than past speed grants received by the department. He stated that the state is requiring departments and agencies to team up appropriately as it relates to receiving this grant. Ct. Beyer stated that West Allis will be working collaboratively on speed enforcement with the Village of West Milwaukee. Ct. Beyer noted that the Village of West Milwaukee will reimburse the City of West Allis for the costs associated with speed enforcement deployments beginning June 1, 2015 thru October 31, 2015.

A motion was made by Commissioner Kopplin and seconded by Commissioner Mikolajewski to approve the Collaborative Speed Grant request as presented by Ct. Beyer.

The motion carried by the following votes:

Vote:       Aye:     5 Commissioners Nehmer, Kopplin, Princeton, Mikolajewski and Heron.

              No:     0

5. 1<sup>st</sup> Shift Activity Report

Deputy Chief Robert Fletcher submitted the 1<sup>st</sup> Shift Activity Report prepared by Ct. Navarrette.

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

6. 2<sup>nd</sup> Shift Activity Report

Deputy Chief Robert Fletcher submitted the 2<sup>nd</sup> Shift Activity Report prepared by Ct. Evenson and Lt. Pye.

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

7. 3<sup>rd</sup> Shift Activity Report

Deputy Chief Robert Fletcher submitted the 3<sup>rd</sup> Shift Activity Report prepared by Ct. Marks.

DC Fletcher noted that an initiative for the 3<sup>rd</sup> shift officers included directed deployment – foot patrol. He stated that a 2-officer team was and will continue to be assigned nightly to

designated areas on foot to provide a visible, uniformed presence in different areas around the city.

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

8. Criminal Investigations Unit Activity Report

Deputy Chief Robert Fletcher submitted the Criminal Investigations Unit Activity Report prepared by Ct. Waddell.

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

9. Sensitive Crimes Activity Report

Deputy Chief Robert Fletcher submitted the Sensitive Crimes Activity Report prepared by Lt. Jessica Johnson.

DC Fletcher stated that eight (8) registered child sex offenders were in violation of the City ordinance and they were told to move to comply with the limitations set forth in the ordinance. DC Fletcher stated that the sex offender ordinance for the City of West Allis was currently amended noting that the Detectives in this bureau can issue citations on a daily basis to offenders who have not moved as requested from a residence.

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

10. Tavern Violation Report

Deputy Chief Robert Fletcher submitted the Tavern Violation Report prepared by Lt. Jessica Johnson.

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

11. Communications Activity Report

Deputy Chief Chris Botsch submitted the Communication Activity Report prepared by Lt. Beldin.

DC Botsch stated that after a meeting earlier in the month, it was agreed to go with the Milwaukee County Radio System upgrade and details will be finalized in the near future.

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

12. Community Services Bureau Report

Deputy Chief Chris Botsch submitted the Community Services Bureau Report prepared by Lt. Nohelty.

DC Botsch stated that the Community Partnership Meeting recently conducted was very well attended. He noted that those in attendance had some good questions and the crowd was very supportive of the department and their efforts to ensure the safety of West Allis. DC Botsch noted that after some conversations with parents, a version of the Think Program is

being explored to present to 10<sup>th</sup> graders for reinforcement of what was presented in the 5<sup>th</sup> grade.

DC Botsch stated that the new Superintendent of WAWM will start on July 1 and a meeting has been scheduled to review and discuss current programs currently in place within the various schools.

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

13. Crime Analyst Report

Deputy Chief Chris Botsch submitted the Crime Analyst Report prepared by Crime Analyst Chrisie Hunter.

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

14. Traffic Report

Deputy Chief Chris Botsch submitted the Traffic Report prepared by Lt. Clementi.

DC Botsch stated that an initiative for this bureau was a pedestrian safety operation suggested by Mayor Devine. DC Botsch noted that the Mayor has received complaints of people in cars not yielding to pedestrians in the crosswalk. DC Botsch stated that this operation consisted of an under-cover officer posing as a pedestrian walking thru the crosswalk. DC Botsch stated that over the course of an hour, there were 18 traffic stops of cars, most were given a warning and reminder about the corresponding law; and there were 5 citations given out for other non-related miscellaneous offenses.

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

15. Training Report

Deputy Chief Chris Botsch submitted the Training Report prepared by Ct. Versnik and Sgt. Dunbar.

DC Botch stated that discussion with DPW supervisors was conducted regarding the possibility of having city workers build the new Training Facility. DC Botsch stated that this would save a lot of money and it would not have to be bid out. DC Botsch stated that the department is waiting for a follow-up meeting to determine the reality and given the response, may still need to go thru the bid process.

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

16. Recruitment Report

DC Botsch stated that the most recent recruitment process closed on May 1<sup>st</sup> and there were a total of 49 applicants. DC Botsch stated that 29 were invited to the physical agility test, 18 showed up and 1 failed. DC Botsch continued on stating that 3 of the remaining 17 candidates removed their name from the eligibility list, bringing the number down to 14 that will go thru the necessary employment assessments. DC Botsch requested dates for police officer interviews in July and Commissioners agreed upon Monday, July 13<sup>th</sup> and Wednesday, July 15<sup>th</sup>.

DC Botsch stated that the department would like to begin another recruitment process in August as there are a number of anticipated retirements scheduled by the end of the year.

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

17. Sick & Injured Report

Deputy Chief Chris Botsch submitted the Sick & Injured report for the month of May.

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

**E. FIRE DEPARTMENT**

18. Firefighting Activity Report

Deputy Chief Mason Pooler submitted the Firefighting Activity Report prepared by Assistant Chief Scharfenberg as well as the corresponding quadrant maps.

DC Pooler stated that EMS calls are down but fire calls have more than doubled compared to same time last year. DC Pooler then briefly reviewed the fires highlighted in AC Scharfenberg's report.

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

19. Fire Department Financial Report

Deputy Chief Mason Pooler submitted the Fire Department Financial Report.

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

20. Training Activity Report

Deputy Chief Mason Pooler submitted the Training Activity Report prepared by Interim Deputy Chief Levenhagen.

DC Pooler stated that proper procedures and safety precautions when the Flight for Life helicopter is requested for our community were reviewed during the beginning part of May. DC Pooler stated that a Flight for Life instructor conducted a 2-hour in-service presentation to WAFD personnel and a practical exercise was held at Station 2 for training purposes. DC Pooler also reviewed additional training activities that took place during the month of May.

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

21. Fire Prevention Activity Report

Deputy Chief Mason Pooler submitted the Fire Prevention Activity Report.

DC Pooler stated that he and Lt. Mark Dombrowski have been working with State Fair to ensure their permanent stands are up to code and ready for business by the end of July. DC Pooler stated that this is a time consuming effort, but the Fire Prevention Bureau is ahead of

schedule as it relates to normal fire inspections and they will continue to keep on track during the upcoming fair week.

DC Pooler also recognized Lt. Dombrowski for his follow-up with a resident he encountered while investigating a potential hoarder situation. He stated that Lt. Dombrowski found another resident in the same apartment complex living without electricity due to financial and health issues. DC Pooler stated that Lt. Dombrowski worked with WE Energies to have the residents' power turned back on under a medical hardship clause with WE Energies. DC Pooler stated that a follow-up visit will be scheduled in July or August.

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

22. Emergency Medical Services Activity Report

Fire Chief Steve Bane submitted the EMS Activity Report prepared by Assistant Chief Zellmann as well as the May EMS Highlighted Calls.

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

23. Emergency Medical Services Revenue Report

Fire Chief Steve Bane submitted the EMS Revenue Report prepared by Assistant Chief Zellmann.

Chief Bane stated that currently, revenue is approximately \$100,000 over budget projections and that does not include the Milwaukee County revenue addition.

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

24. Sick and Injured Report

Fire Chief Steve Bane submitted the May Sick & Injured Report.

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

25. Master Plan Performance Snapshot

Fire Chief Steve Bane submitted the Master Plan Performance Snapshot.

Chief Bane stated that overall, the department is hitting all the necessary goals. Chief Bane noted however, that the struggle with time accounting out of the stations is still a challenge and discussions have taken place regarding possible solutions.

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

26. Communication: Promotion consideration to Deputy Chief, Training

Fire Chief Steve Bane submitted for the Commissioner's review, a promotion consideration for the promotion of Interim Deputy Chief of Training, Joe Levenhagen to Deputy Chief of Training. Fire Chief Bane stated that I/DC Levenhagen will participate in the

Leadership/Promotion Evaluation assessment and the results will be provided for review prior to the July 16, 2015 Police & Fire Commission meeting.

The Commissioners agreed to interview I/DC Levenhagen for this position at 5:30 pm on July 16, 2015.

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

#### **F. POLICE AND FIRE COMMISSION**

27. Request for Approval: HIDTA Sole Source Contract: I Design Multimedia, Inc.

On behalf of HIDTA, the purchasing division for the City of West Allis submitted a request for approval for a Sole Source Contract with I Design Multimedia, Inc. to provide a 3-day training class for 100 law enforcement officers.

A motion was made by Commissioner Princeton and seconded by Commissioner Kopplin to approve the above request as presented.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kopplin, Princeton, Mikolajewski, Heron and Nehmer

No: 0

28. Discussion: 2015 performance goal setting recommendations, evaluations and the process of achievement for the Chief of Police and the Fire Chief.

Closed session agenda item

#### **G. CLOSED SESSION**

*PLEASE TAKE NOTICE that the Board of Police and Fire Commissioners of the City of West Allis will upon conclusion of open session consider and vote on a motion to convene in closed session at said time and place to discuss the 2015 performance goal setting recommendations, evaluations and the process of achievement for the Chief of Police and the Fire Chief.*

*A closed session for the above purpose is authorized pursuant to the provision of Section 19.85 (1)(c) of the Wis. Stats., which authorizes a governmental body, upon motion duly made and carried, to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*

*Immediately upon completion of the closed session, the Board of Police and Fire Commission will reconvene in open session at said time and place to consider any other matters on the agenda.*

On a motion made and seconded, the meeting convened into closed session. The motion carried unanimously.

Commissioner Nehmer called the meeting to closed session at 7:22 pm.

On a motion made and seconded, the meeting reconvened into open session at 8:15 pm. The motion carried unanimously.

**H. ADJOURNMENT**

There being no further business, on a motion made and seconded, the meeting adjourned at 8:16 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.