



City of West Allis

Meeting Minutes

11301 W. Lincoln Ave.
West Allis, WI 53227

Board of Police and Fire Commissioners

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

Thursday, September 17, 2015

6:00 PM

Police Court Center

REGULAR MEETING AND CLOSED SESSION

A. CALL TO ORDER

Commissioner Nehmer called the meeting to order at 6:03 pm.

B. ROLL CALL

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

Excused: Commissioner David Princeton

Also Present: Fire Chief Steve Bane, Assistant Chief Kurt Zellmann and Lieutenant Tim Kersten – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch and Captain Steve Beyer – Police Department; Rebecca Grill, CAO – City of West Allis; Bridget Kennedy, Recording Secretary.

C. APPROVAL OF MINUTES

Approval of the August 20, 2015 Regular Meeting Minutes, the August 26, 2015 Special Meeting Minutes and the September 9, 2015 Regular and Closed Session Meeting Minutes.

A motion was made by Commissioner Heron and seconded by Commissioner Kopplin to approve the August 20, 2015 Regular Meeting Minutes. The motion passed by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

A motion was made by Commissioner Heron and seconded by Commissioner Mikolajewski to approve the August 26, 2015 Special Meeting Minutes and the September 9, 2015 Regular and Closed Session Meeting Minutes. The motion passed by the following votes:

Aye: 3, Commissioners Nehmer, Heron, Mikolajewski
No: 0
Abstained: 1, Commissioner Kopplin as he was not in attendance at these special meetings.

D. FIRE DEPARTMENT

1. Firefighting Activity Report

Assistant Chief Kurt Zellmann submitted the Firefighting Activity Report prepared by Assistant Chief Jay Scharfenberg as well as the corresponding quadrant maps.

AC Zellmann briefly reviewed the fire incident included in the report, noting that it was a house fire and after battling heavy smoke and low visibility, the responding personnel were able to quickly advance the hose line and achieved a quick knock down of the fire.

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

2. Fire Department Financial Report

Assistant Chief Kurt Zellmann submitted the Fire Department Financial Report.

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

3. Training Activity Report

Assistant Chief Kurt Zellmann submitted the Training Activity Report as prepared by Deputy Chief Joe Levenhagen.

AC Zellmann stated that three new training props were built by WAFD personnel and are now in place and being used for training purposes. AC Zellmann noted that by building our own props, the department saves money and can also organize additional training exercises quickly and efficiently.

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

4. Fire Prevention Activity Report

Assistant Chief Kurt Zellmann submitted the Fire Prevention Activity Report prepared by Deputy Chief Mason Pooler.

Commissioner Nehmer asked that the report be reviewed for number accuracy and corrected for the next meeting.

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

5. Emergency Medical Services Activity Report

Assistant Chief Kurt Zellmann submitted the EMS Activity Report.

AC Zellmann stated that transport out of State Fair during the fair week was not significant, but request for service was high and together with Bell Ambulance, all calls were handled quickly and efficiently.

AC Zellmann reviewed a few of the highlighted EMS calls from the month of August and recognized calls that involved members thinking out of the box to ensure families were provided guidance and assistance during extreme situations that occurred. Additionally, AC Zellmann reviewed briefly a great save that took place during the State Fair, noting that this patient had suffered a major heart attack, and with the life-saving combined efforts of WAFD and Bell Ambulance, the patient recovered fully and returned to work within a few weeks of the incident.

AC Zellmann also submitted for the Commissioner's review, a map from 2010 to year-to-date, indicating Narcan administered incidents within the City of West Allis. AC Zellmann

explained that Narcan is a reversal agent for narcotic overdoses and is not specifically used for heroin; however, that is what it has been used for of late. AC Zellmann stated that there is not one particular area noted on the map that shows a higher overdose rate, but rather, it is universal across the entire city.

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

6. Emergency Medical Services Revenue Report

Assistant Chief Kurt Zellmann submitted the EMS Revenue Report.

AC Zellmann stated that LifeQuest has reviewed and corrected numbers they had been reporting and the report reflects a more accurate account of the dollar amount received to date.

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

7. Sick and Injured Report

Fire Chief Steve Bane submitted the Sick/Injured/Light Duty Report.

Chief Bane stated the department is making good use of the light-duty option to help keep sick time numbers in check. Chief Bane stated that light duty productivity will continue to increase as members on the old sick plan are retiring and new recruits will fall under the new sick plan, where employees who suffer an injury but are able to perform limited duties, will likely do so rather than use up sick leave.

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

8. Master Plan Performance Snapshot

Fire Chief Steve Bane submitted the Master Plan Performance Snapshot.

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

9. Request for Approval: Firefighter Recruitment Process

Fire Chief Steve Bane submitted a request for the approval to begin a Firefighter recruitment process before the end of 2015.

Chief Bane noted that between now and the end of next year, the department will have approximately 32 members that are or will become eligible for retirement. Chief Bane stated that at this time, this recruitment will be a stand-alone process and maybe Wauwatosa or North Shore Fire. Chief Bane indicated that starting the recruitment process now will ensure the recruit training program will begin in March of 2016.

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

The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

10. Request for Approval: Purchase of two (2) staff vehicles

Fire Chief Steve Bane submitted a request for approval to purchase (2) staff vehicles.

Chief Bane indicated that currently the department has a 2000 Chevrolet Impala and 2002 Chevrolet Impala that require maintenance and repair that will cost more than the vehicle's current value. Chief Bane submitted for the Commissioner's review, a quote provided by Jim Leu of the City's Fleet Services division, from Ewald Automotive, for the purchase of two (2) Ford Interceptor Utility vehicles, to include pre-wiring for emergency lighting and siren controls.

A motion was made by Commissioner Kopplin and seconded by Commissioner Heron to approve the vehicle purchases as presented above by Chief Bane.

The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

11. Request for Approval: Upgrade of Self-Contained Breathing Apparatus

Fire Chief Steven Bane an approval request for the purchase of upgraded self-contained breathing apparatus (SCBA).

Chief Bane explained that in 2013, the department retired a previous generation of MSA SCBA and purchased MSA's M7 model as a replacement. These replacements also included accessories such as an enhanced set of voice amplification equipment that would maintain a hardwired interface with the department's portable radios. Chief Bane stated that in July of 2014, the new equipment arrived and immediately issues and problems occurred with the product which forced the department to take some of the new communications equipment out of service.

Chief Bane stated that throughout 2014, conversations took place between the department and MSA to rectify this situation. MSA proposed to refund more than 70% of the original cost of the M7 SCBA and 100% of the cost of all accessory components and we will be able to upgrade and replace all M7 SCBA and accessory components with G1 SCBA and accessories for a total cost of \$78,000.

A motion was made by Commissioner Mikolajewski and seconded by Commissioner Kopplin to approve the G1 SCBA purchase as presented above by Chief Bane.

The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

12. Request for Approval: Services Agreement for Paramedic Transition Project

Fire Chief Steven Bane submitted an agreement between Aurora WA Medical Center and the City of West Allis FD for services provided for the Paramedic Transition Project.

Chief Bane provided the Commissioners with background information regarding the concept of this program, noting that conversations with AWAMC began in 2012 to develop a program to provide a new level of service to our community that will help better align the healthcare needs of the citizens of West Allis.

Chief Bane stated that if approved, this agreement will be effective for one year beginning at 0800 hours on October 1, 2015.

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

The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

E. POLICE DEPARTMENT

13. Overtime Comparison

Captain Steve Beyer submitted the Overtime Comparison Report

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

14. Police Department Financial Report

Captain Steve Beyer submitted the Police Department Financial Report

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

15. Statistics

Captain Steve Beyer submitted the Statistic Reports for review.

Commissioner Nehmer requested that assaults on Police Officers be included in the Statistics reports going forward.

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

16. Performance Report Progress Update

Captain Steve Beyer submitted a draft sample of the new Performance Report overview for review and feedback.

It was noted by the Commissioners that it was a good start and in general, covered the important aspects of information requested. The Commissioners stated they would prefer the information/numbers presented in the categories be year-to-date numbers vs. monthly.

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

17. State Fair Overview

Captain Steve Beyer submitted an overview of the 2015 Wisconsin State Fair.

Ct. Beyer stated that the 2015 Wisconsin State Fair again had a record attendance year and very few major incidents throughout the fair's 11-day run. Ct. Beyer noted that due to other summer events corresponding with the State Fair run dates, the Wisconsin State Patrol were not able to commit Troopers to the fair and Milwaukee PD had a reduced presence at the fair as well. Ct. Beyer stated that WAPD assigned approximately 620 on-duty officer hours and over the 11-day run responded to approximately 395 calls for service in the area around the Fair Park and during the operating hours of the Fair.

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

18. 1st Shift Activity Report

Captain Steve Beyer submitted the 1st Shift Activity Report prepared by Captain Navarrette.

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

19. 2nd Shift Activity Report

Captain Steve Beyer submitted the 2nd Shift Activity Report prepared by Captain Evenson and Lieutenant Saftig.

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

20. 3rd Shift Activity Report

Captain Steve Beyer submitted the 3rd Shift Activity Report prepared by Captain Marks.

Ct. Beyer noted that Corporal McNally and K9 Diesel had a busy summer and stated that their involvement in several significant incidents led to a number of arrests and felony charges of those apprehended offenders.

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

21. Criminal Investigations Unit Activity Report

Captain Steve Beyer submitted the Criminal Investigations Unit Activity Report prepared by Captain Waddell.

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

22. Sensitive Crimes Activity Report

Captain Steve Beyer submitted the Sensitive Crimes Activity Report prepared by Lieutenant Johnson.

Ct. Beyer reviewed a kidnapping incident, stating that the event was caught on surveillance video and using a number of social media outlets to post the video/still photos, the

Department of Corrections was able to give Det. Stuetgen a tip on the offender. The offender was soon apprehended has been charged accordingly.

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

23. Tavern Violation Report

Captain Steve Beyer submitted the Tavern Violation Report prepared by Lieutenant Johnson.

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

24. Communications Activity Report

Deputy Chief Chris Botsch submitted the Communications Activity Report prepared by Lieutenant Beldin.

DC Botsch stated that over the past year, the PD has experienced phone line issues which results in citizens getting a busy signal or no answer at all when they call 302.8000. DC Botsch stated that I.T. is aware of the issue and continues to work toward a resolution. DC Botsch also stated that the Communications Center Staff attended a four-hour block of instruction on using the Pro QA system for handling EMD calls and were officially certified to use the system at the end of the training process. There are some glitches still being worked out, but overall a positive change.

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

25. Community Services Bureau Report

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

DC Botsch briefly reviewed a new program that came about at the request of Alderman Michael May. DC Botsch stated this new program would entail reaching out to citizens who might have cameras posted on their property and to make them available for review should an incident take place in or around that area. DC Botsch stated that there would be no direct feed to the cameras and viewing the footage would be on a purely volunteer basis. DC Botsch stated that this division is currently preparing for the Block Captain Dinner/Recognition event taking place on October 28th.

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

26. Crime Analyst Report

Deputy Chief Chris Botsch submitted the Crime Analyst Report prepared by Crime Analyst Chrisie Hunter, as well as the corresponding police bulletins.

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

27. Traffic Report

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

DC Botsch stated that recently one of the parking control officers resigned, however, interviews have already been conducted and the position should be filled quickly.

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

28. Training Report

Deputy Chief Chris Botsch submitted the Training Report prepared by Sergeant Dunbar.

DC Botsch noted that 2015 Fall in-service training began on September 8th and will continue thru mid-December. He also noted that the application acceptance for Police Officer recruit will end on September 18 and to-date, the department has received approximately 35 applications.

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

29. Sick & Injured Report

Deputy Chief Chris Botsch submitted the Sick/Injured/Light Duty report.

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

30. Discussion: Review and discussion of personnel matters at the Police Department

Closed Session Topic

On a motion made by Commissioner Heron and seconded by Commissioner Kopplin, the Commissioners agreed to a short recess for a special presentation at the request of Fire Chief Steven Bane. The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

The meeting recessed at 7:30 pm and reconvened at 7:40 pm.

F. POLICE AND FIRE COMMISSION

31. Request for Approval: HIDTA Sole Source Contract with Cummins-Allison Corp.

On behalf of Milwaukee HIDTA, the Purchasing division for the City of West Allis submitted a request to enter into a sole source contract with Cummins-Allison Corp. to provide ten (10) Jetscan iFX i121 units. The total sum of \$56,756.50 will cover the cost of the equipment, software and maintenance.

A motion was made by Commissioner Kopplin and seconded by Commissioner Heron to approve the sole source request from Milwaukee HIDTA as presented above.

The motion carried by the following votes:

Aye: 4, Commissioners Nehmer, Heron, Mikolajewski and Kopplin
No: 0

32. Discussion: Review and confirmation of recommended Chief of Police candidates for advancement to the Peer Review Panel

Closed Session Topic

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 for review and confirmation of recommended Chief of Police candidates for advancement to the Peer Review Panel process and to review and discuss personnel matters relating to the West Allis Police Department.

A closed session for the above purpose is authorized pursuant to the provisions of Section 19.85(1)(c) and (f) of the Wis. Stats. which permit a governmental body upon a 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 and to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons.

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

A motion was made by Commissioner Kopplin and seconded by Commissioner Heron to convene into closed session. The motion carried unanimously.

Commissioner Nehmer called the meeting to closed session at 7:45 pm

On a motion made and seconded, the meeting reconvened into open session at 8:26 pm. The motion carried unanimously.

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:30 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.