



City of West Allis

7332 W. National Ave.
West Allis, WI 53214

Meeting Minutes

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 November 19, 2015

6:00 PM

West Allis Fire Administration

REGULAR MEETING AND CLOSED SESSION

A. CALL TO ORDER

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

B. ROLL CALL

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

Also Present: Fire Chief Steve Bane, Deputy Chief Mason Pooler, Battalion Chief Dave Jarosch, Captain Joel Meir, Lieutenant Tim Kersten – Fire Department; Interim Police Chief Bob Fletcher, Deputy Chief Chris Botsch – Police Department; Rebecca Grill, CAO – City of West Allis; Dr. Craig Childs – Tyre/Childs Public Safety Consultation; Bridget Kennedy, Recording Secretary.

C. APPROVAL OF MINUTES

A motion was made by Commissioner Kopplin and seconded by Commissioner Mikolajewski to approve the October 15, 2015 Regular Meeting Minutes.

A motion was made by Commissioner Heron and seconded by Commissioner Mikolajewski to approve the October 28, 2015 Special Meeting and Closed Session Minutes.

D. CLOSED SESSION

Review and discuss the Chief of Police candidate finalist's non-medical evaluation results with Dr. Craig Childs

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 review and discuss the Chief of Police candidate finalist's non-medical evaluation results with Dr. Craig Childs.

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 and place to consider any other matters on the agenda.

On a motion made and seconded, the meeting convened into closed session at 6:06 pm. The motion carried unanimously.

Closed session topic discussed

On motion made and seconded, the meeting reconvened into open session at 7:13 pm. The motion carried unanimously.

E. FIRE DEPARTMENT

1. Firefighting Activity Report

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

DC Pooler stated that although service calls are up, this number also includes the Mobile Integrated Healthcare visits, as well as smoke alarm installation. DC Pooler also briefly reviewed and discussed the fire incidents noted in AC Scharfenberg reports.

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

2. Fire Department Financial Report

Deputy Chief Mason Pooler submitted the Fire Department Financial Report.

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

3. Training Activity Report

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

DC Pooler stated that much training time during the month of October was geared toward a new hose load and layout in order to standardize with other departments due to the increase in mutual aid. DC Pooler stated that currently, the WAFD utilizes a triple layer hose load and none of the other departments use that type of hose deployment. DC Pooler stated that the training department is working with the crews to gather the necessary feedback to determine the best solution for WAFD.

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

4. Fire Prevention Activity Report

Deputy Chief Mason Pooler submitted the Fire Prevention Activity Report.

DC Pooler stated that inspections for 2015 are ahead of schedule and he stated that it is expected they will be done in early December. DC Pooler stated that in 2016, the goal is to work toward mobile inspections via an ipad and to eventually eliminate the use of paperwork.

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

5. Communication: Fire Prevention Week Overview

Deputy Chief Mason Pooler submitted the Fire Prevention Week Overview report.

DC Pooler stated the theme for the 2015 Fire Prevention Week was Hear the Beep Where You Sleep. DC Pooler noted that the program for 2015 was completely revamped and presented by FF Dan Hauenstein along with Lt. Mark Dombrowski. He noted that the program included an interactive powerpoint discussing the placement and maintenance of smoke detectors in the home and also covered an exit drill for home safety purposes. DC Pooler stated that after the presentation, students were then escorted outside to see a firefighter climb an aerial ladder truck and/or have an engine tour.

DC Pooler noted 21 schools were visited during the 2-week event, and approximately 3400 students were contacted.

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

6. Communication: Smoke Detector/CO Installation Events

Deputy Chief Mason Pooler submitted a communication about two (2) smoke detector/CO installation events.

DC Pooler stated that on October 24th and November 24th, members of the WAFD went door-to-door in chosen neighborhoods and checked on smoke and carbon monoxide alarms in homes. DC Pooler stated that if the residents were agreeable, firefighters would enter the homes, evaluate their alarms and install or replace them or exchange batteries as needed.

DC Pooler stated that combined Saturdays' totals were: 111 homes were visited, 351 smoke alarms were installed, 20 CO alarms were installed and 40 sets of batteries were exchanged.

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

7. Emergency Medical Services Activity Report

Deputy Chief Mason Pooler submitted the EMS Activity Report prepared by Assistant Chief Kurt Zellmann as well as the October EMS highlighted calls.

DC Pooler briefly discussed some of the October highlighted calls, and noted specifically that one of them included the delivery of a healthy baby.

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

8. Emergency Medical Services Revenue Report

Deputy Chief Mason Pooler submitted the EMS Revenue Report prepared by Assistant Chief Kurt Zellmann.

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

9. Sick, Injured and Light Duty Report

Deputy Chief Mason Pooler submitted the Sick, Injured and Light Duty Report.

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

10. Master Plan Performance Snapshot

Deputy Chief Mason Pooler submitted the Master Plan Performance Snapshot.

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

11. Communication: 2016 ALS Billing Rates

Fire Chief Steven Bane submitted a communication regarding the ALS billing rates for 2016.

Chief Bane stated that these billing rates are determined by the EMS committee of the Milwaukee County Association of Fire Chiefs and for 2016, the rates have been increased 1.8% over 2015 rates. Chief Bane stated that the WAFD billing agency, LifeQuest, will begin billing at these rates effective January 1, 2016.

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

12. Communication: Mobile Integrated Healthcare (MIH) Update

Lieutenant Tim Kersten submitted a MIH update for the Commissioner's review.

Lt. Kersten stated that on October 5th the MIH pilot program was instituted. He noted that the goal of the program is to reduce readmission rates of geriatric patients discharged from hospital care within a 30-day period.

Lt. Kersten noted that WAFD will work with an assigned Aurora nurse, who will make referrals specific to the program criteria and from there contact with the patient will include at-home visits, home safety assessment, health questionnaire, social assessment and medication inventory.

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

13. Request for Approval: Promotion to Captain

Fire Chief Steve Bane submitted a request to promote Lieutenant Guy Paider to Captain.

Chief Bane stated that Lt. Paider was selected thru promotional procedure in accordance with the department's labor contract and has met all requirements and qualifications for the position of Captain.

Chief Bane stated that if approved, Lt. Paider's promotion would be effective January 2, 2016 and will be probationary for one (1) year.

A motion was made by Commissioner Mikolajewski and seconded by Commissioner Kopplin to approve the promotion as presented by Chief Bane. The motion passed by the following votes:

Aye: 5, Nehmer, Heron, Mikolajewski, Princeton and Kopplin
No: 0

14. Request for Approval: Sole source purchase with Streichers Law Enforcement Supply

Fire Chief Steve Bane submitted for approval a sole source purchase with Streichers Law Enforcement Supply.

Chief Bane stated that funds were allocated in the 2015 WAFD budget to upgrade station uniforms worn by line personnel. Chief Bane noted that during the months of May-September 2015, selected members provided wear testing and feedback regarding two (2) brands of replacement uniforms and Streichers was the selected supplier.

Chief Bane stated that previously budgeted funds will be used to purchase the necessary uniform items from Streichers Law Enforcement supply for all line personnel.

A motion was made by Commissioner Princeton and seconded by Commissioner Kopplin to approve the clothing purchase as presented by Chief Bane. The motion passed by the following votes:

Aye: 5, Nehmer, Heron, Mikolajewski, Princeton and Kopplin
No: 0

F. POLICE DEPARTMENT

15. Overtime Comparison

Deputy Chief Bob Fletcher submitted the Overtime Comparison report.

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

16. Police Department Financial Report

Deputy Chief Bob Fletcher submitted the Police Department Financial Report.

DC Fletcher noted that overall spending and budget line amounts are appropriate for this time of year.

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

17. Statistics

Deputy Chief Bob Fletcher submitted the Statistic Reports.

DC Fletcher stated that motor vehicle thefts have increased county wide and noted that the cars most targeted are Honda and Dodge vehicles. DC Fletcher stated that most of the cars are utilized in some form of illegal activity and then discarded.

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

18. Monthly Performance Report

Deputy Chief Chris Botsch submitted the Monthly Performance Report

DC Botsch reviewed some of the changes made to the monthly performance report for October and he noted that the November packet is anticipated to include an updated benchmark page.

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

19. 1st Shift Activity Report

Deputy Chief Bob Fletcher submitted the 1st Shift Activity Report prepared by Ct. Navarrette.

DC Fletcher stated that in continuance from September's initiative, Officers on 1st shift were assigned to focus on registration violations. He stated that the initiative resulted in 18 registration violations and 6 warnings.

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

20. 2nd Shift Activity Report

Deputy Chief Bob Fletcher submitted the 2nd Shift Activity Report prepared by Ct. Evenson and Lt. Saftig.

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

21. 3rd Shift Activity Report

Deputy Chief Bob Fletcher submitted the 3rd Shift Activity Report prepared by Ct. Marks.

DC Fletcher stated that in response to the rise in motor vehicle thefts within the Milwaukee County area, 3rd shift Officers continue to remain vigilant in their attempts to identify these vehicles in their patrol areas, as appropriate.

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

22. Criminal Investigations Unit Activity Report

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

DC Fletcher discussed a burglary at a car dealership that took place in late October. DC Fletcher stated that two (2) cars were stolen but later recovered. He stated that several arrests have been made and others are currently pending.

DC Fletcher also discussed briefly the assignment of Det. Jason Vanderwerff to the US Secret Service Financial Crime Task Force. DC Fletcher stated that this is on a part-time basis as a Task Force Officer.

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

23. Sensitive Crimes Activity Report

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

DC Fletcher stated that SIU, General Crimes Unit and SCU participated in an Operation Cross County nation-wide initiative related to exploitation of children and human trafficking. DC Fletcher stated that the arrests were made and two juveniles and six adults were recovered.

DC Fletcher also noted that Det. Porter has been assigned to work with the FBI child exploitation taskforce on part-time basis, and her investigation focus will be centered on West Allis open/outstanding cases.

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

24. Tavern Violation Report

Deputy Chief Bob Fletcher submitted the Tavern Violations report prepared by Lt. Jessica Johnson.

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

25. Communications Activity Report

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

DC Botsch stated that on October 6th, the department received the final price quote from Airbus/Baycom for the Vesta Geo-Diverse 911 system. DC Botsch noted that IT Director Jim Jandovitz will schedule this matter for the appropriate Common Council action in November.

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

26. Community Services Bureau Report

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

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

27. Discussion: Crime Analyst Position Options

Deputy Chief Chris Botsch submitted for review and discussion an option regarding the vacant Crime Analyst Position. DC Botsch stated that while attending the Chief of Police Conference, he and DC Fletcher spoke with a representative from a company call Vigilant Analytics. DC Botsch stated that the company provides crime analysts on a contract basis. He stated that the analyst would be an employee of Vigilant Analytics thus the City would

not be responsible for any benefits. DC Botsch stated that this contract employee would be on-site working within the department and would be trained prior to coming on board.

DC Botsch also included in his overview a cost analysis of employing a Crime Analyst as a regular city employee. He stated that this information was provided by Finance Director, Mark Wyss.

Commissioners requested that DC Botsch submit a more thorough report stating the pros and cons of both options – Vigilant Analytics vs. recruitment – to include cost efficiencies and legal issues.

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

28. Traffic Report

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

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

29. Training Report

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

DC Botsch stated that construction of the department's training house is expected to begin in the spring of 2016. He noted that conversations are ongoing with DPW regarding a list of required building material in order for the training division to work with Home Depot and Menards to secure this material on a donation or reduced cost basis.

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

30. Recruitment Update

Deputy Chief Chris Botsch stated that after review of all the applicants and completion of the physical testing and assessments, the number of potential recruitment candidates is at 17. DC Botsch stated that the department would like to interview 8-10 candidates in early December to ensure they are hired by the end of January so that training can begin prior to summer. Commissioners agreed to interviews on Monday, December 7th and Tuesday, December 8th, both nights beginning at 5:30 pm.

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

31. Sick/Injured/Light Duty 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.

32. Request for Approval: Fleet Vehicles Purchase 2016 Budget

Deputy Chief Chris Botsch submitted a request to purchase four (4) new Chevrolet Impala squad cars; two (2) new Ford Explorer Interceptor AWD squad cars; and six (6) squad car set-up and replacement of needed equipment for an approximate total of \$162,000.

A motion was made by Commissioner Heron and seconded by Commissioner Kopplin to approve the Fleet Vehicle purchases as presented by DC Botsch. The motion passed by the following votes:

Aye: 5, Nehmer, Heron, Mikolajewski, Princeton and Kopplin
No: 0

33. Request for Approval: Replacement of damage squad car

Deputy Chief Chris Botsch submitted a request to purchase one (1) new Chevrolet Impala squad car and corresponding squad set-up for an approximate total of \$23,000.00.

A motion was made by Commissioner Kopplin and seconded by Commissioner Mikolajewski to approve the vehicle purchase as presented by Deputy Chief Botch. The motion passed by the following votes:

Aye: 5, Nehmer, Heron, Mikolajewski, Princeton and Kopplin
No: 0

G. POLICE AND FIRE COMMISSION

34. Request for Approval: HIDTA Sole Source Purchase with Alutiig Professional Training, LLC

On behalf of Milwaukee HIDTA, the City’s Purchasing department submitted a request to approve Milwaukee HIDTA to sole source contract with Alutiig Professional Training to provide a 4-day training course.

A motion was made by Commissioner Heron and seconded by Commissioner Kopplin to approve Milwaukee HIDTA request as presented above. The motion passed by the following votes:

Aye: 5, Nehmer, Heron, Mikolajewski, Princeton and Kopplin
No: 0

35. PFC Financial Report

Per the request of Commissioner Nehmer, City Administrator Rebecca Grill stated that she would follow-up regarding the funding transfer for the Chief of Police Recruitment process.

36. Communication: Appointment of Interim Police Chief

Commissioner Nehmer announced that Deputy Chief Robert Fletcher was appointed Interim Police Chief effective November 23, 2015.

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:45 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.