



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 Kevin Haass, Vice-President,
Commissioner Wayne Clark, Secretary
Commissioners Harold Mester, Donald Nehmer*

Thursday, August 16, 2012

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, Wayne Clark, Harold Mester and Don Nehmer

Excused: Commissioner Kevin Haass

Also Present: Chief Steven Hook, Assistant Chief Steve Bane, Acting Battalion Chief Brian Potkay, Firefighter Brad Bloomer, Firefighter Jon Hauboldt, Fire Inspector Michael Theim and Probationary Firefighter Kyle Novak – Fire Department; Chief Michael Jungbluth – Police Department; Assistant City Attorney Sheryl Kuhary – City of West Allis.

C. APPROVAL OF MINUTES

A motion was made by Commissioner Clark, seconded by Commissioner Mester and unanimously passed to approve the minutes of the July 19, 2012 Regular Meeting Minutes as well as the July 16, 2012 Special Meeting Minutes.

D. POLICE DEPARTMENT

1. 1st Shift Activity Report

Chief Jungbluth submitted the 1st Shift Activity Report prepared by Captain Robert Navarrette

Chief Jungbluth shared a letter with the Commissioners that Captain Navarrette received from Shelly Strasser, who is the Recreation Coordinator for the WAWM School District. Chief Jungbluth stated that first shift officers were assigned to conduct foot patrols in and around 11 school playgrounds that held youth programs and events this summer. The letter thanked Captain Navarrette and the department for their partnership and relationship and stated that the summer playground season was a huge success with very minimal incidents.

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

2. 2nd Shift Activity Report

Chief Jungbluth submitted the 2nd Shift Activity Report prepared by Second Shift Supervisors

Chief Jungbluth stated that Officers on 2nd shift were busy in the month of July working several cases to include:

- Vehicle/pedestrian hit and run incident
- 3 attempted armed robberies
- Counterfeit money operation

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

3. 3rd Shift Activity Report

Chief Jungbluth submitted the 3rd Shift Activity Report prepared by Captain Ron Versnik and Lieutenant Anthony Spath

Chief Jungbluth stated that the 3rd shift patrol division welcomed four new officers who are currently participating in the Field Training Program. The new officers are:

- Officer Jared Manthe
- Officer Steven Martin
- Officer Erin Luedke
- Officer Kyle Webster

Chief Jungbluth shared with the Commissioners an email that he received from Fire chief Steven Hook commending several third shift patrol officers for their professionalism and compassion when they responded to an incident that took place next to Chief Hook's house. Chief Jungbluth stated that Chief Hook recognized and thanked Officer Joe Mathy, Officer Erin Luedke and Officer Jason Vanderwerff.

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

4. Crime Prevention Activity Report

Chief Jungbluth submitted the Crime Prevention Activity Report prepared by Lieutenant Chad Evenson

Chief Jungbluth noted that the 2012 National Night Out event held on Monday, July 23rd was a success. He stated that approximately 2500 attended the event. Chief Jungbluth also noted that there were 50 neighborhood block parties, and that was an increase from last year.

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

5. Sensitive Crimes Activity Report

Chief Jungbluth submitted the Sensitive Crimes Activity Report prepared by Lieutenant Ed Benish

Chief Jungbluth recognized SCU Detective Stacie Napoli, Don Krueger and Mark Rumler for their excellent work with a major child pornography investigation, which resulted in the

arrest of one individual. Chief Jungbluth stated that this investigation began in February of 2012 and in July Detectives were able to secure a search warrant for the suspect's residence. Chief Jungbluth stated that during the search an abundance of evidence was collected at the scene and the suspect was arrested without incident. Chief Jungbluth stated that the suspect was eventually charged with multiple counts of Possession of Child Pornography and the case is now in the hands of the Milwaukee County District Attorney's Office.

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

6. Criminal Investigations Unit Activity Report

Chief Jungbluth submitted the Criminal Investigations Unit Activity Report prepared by Captain Christopher Botsch

Chief Jungbluth stated that the 5 incidents noted on the report were investigated and resolved at a much quicker pace due to an open partnership and exchange of valuable information from other city agencies. Chief Jungbluth stated that this type of mindset among police departments has strengthened over the years and because of this mutual sharing of information and combined teamwork, crimes have been and will continue to be solved at a much quicker pace.

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

7. Neighborhood Partnership Report

Chief Jungbluth submitted the Neighborhood Partnership Report prepared by Neighborhood Partnership Specialists Rick Balistreri and Mark Bykowski

Chief Jungbluth noted that Rick and Mark continue to work with Ted Atkinson and the building inspection department to ensure that vacant and/or foreclosed properties do not fall into disarray, are ransacked or in any way vandalized.

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

8. Traffic Report

Chief Jungbluth submitted the Traffic Report prepared by Lieutenant Brian Saftig

Chief Jungbluth stated that this division continues to focus on three important initiatives:

- Alcohol Safety Enforcement
- Seat Belt Enforcement
- Speed Enforcement

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

9. Tavern Violation Report

Chief Jungbluth submitted the Tavern Violation Report

Chief Jungbluth stated that during the month of July, 8 alcohol compliance checks utilizing a 19 year female were conducted. Chief Jungbluth noted that all 8 businesses were in

compliance and requested an ID from the female and none of the businesses sold alcohol to her.

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

10. Training Report

Chief Jungbluth submitted the Training Report prepared by Captain Barry Waddell and Sergeant Jessica Johnson

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

11. Crime Data Report: January – June

Chief Jungbluth submitted the Crime Data Report prepared by Records Supervisor, Carol Sperka, Lead Clerk and Stacy Schmeling

Chief Jungbluth stated that this crime data information is reported to the State and Federal government and reflects current crime trends for January-June 2012 with comparisons dating back to 2004. Chief Jungbluth was pleased to share with the Commissioners that all but 1 of the 8 categories has had a decrease in number.

Crime Description	2008	2009	2010	2011	2012	
Murder	2	1	0	0	0	No Change
Rape	2	2	7	4	3	25% decrease
Robbery	49	53	36	50	36	28% decrease
Aggravated Assault	51	57	36	31	42	38% increase
Burglary	239	237	201	252	235	6.7% decrease
Theft	1077	1,094	1,108	1,091	1,090	0.1% decrease
Motor Vehicle Theft	105	99	67	106	51	51% decrease
Arson	9	9	14	11	8	27% decrease

Unified Crime Report Data – Calendar Year Totals
(3 year increments)

Crime Description	1980	1985	1990	1995	2000	2005	2010
Murder	1	1	0	1	0	5	1
Rape	6	0	15	8	9	17	11
Robbery	64	38	49	74	76	81	89
Aggravated Assault	112	80	166	75	75	99	80
Burglary	968	648	635	496	389	479	482
Theft	2805	1870	2380	2010	1856	1945	2321
Motor Vehicle Theft	156	120	240	219	226	220	175
Arson	N/A	46	6	44	28	33	21

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

12. Overtime Report

Chief Jungbluth submitted the Overtime Report

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

13. Discussion: Actual to Budget Review Update

Chief Jungbluth stated that many factors are affecting the budget at this time to include the recruitment process and pre-hire of five (5) officers as well as high number of retirements expected to take occur by the end of 2012. Chief Jungbluth noted that he is expected to end the year over budget due to these and other mitigating factors.

Commissioners requested that Chief Jungbluth include a financial report as part of his agenda item topics going forward.

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

14. Communication: 18 month Probationary Report – Mathy

Chief Jungbluth submitted the 18-month Training Evaluation report for Officer Joseph Mathy. Chief Jungbluth stated that he has a Bachelor's degree from UW-Stevens Point and a Master's degree from Bemidji State University. Chief Jungbluth stated that there have been no glaring weaknesses cited during his 18-month evaluation period and would recommend that Officer Mathy be assigned permanent status with the West Allis Police Department effective 8.7.2012.

15. Communication: 18 month Probationary Report – Waystedt

Chief Jungbluth submitted the 18-month Training Evaluation report for Officer Christina Waystedt. Chief Jungbluth stated that she has a Bachelor's degree from UW-Milwaukee and is a graduate of New Berlin West High School. Chief Jungbluth stated that there have been no glaring weaknesses cited during her 18-month evaluation period and would recommend that Officer Waystedt be assigned permanent status with the West Allis Police Department effective 8.7.2012.

16. Communication: 18 month Probationary Report – Otto

Chief Jungbluth submitted the 18-month Training Evaluation report for Officer Michael Otto. Chief Jungbluth stated that he has a Bachelor's degree from UW-Milwaukee and is a graduate of Waukesha West High School. Chief Jungbluth stated that Officer Otto is progressing as expected and will be a good addition to the department. Chief Jungbluth recommended that Officer Otto be assigned permanent status with the West Allis Police Department effective 8.7.2012.

A motion was made by Commissioner Clark and seconded by Commissioner Mester to approve the assignments of Officers Mathy, Waystedt and Otto permanent status with the West Allis Police Department.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

17. Communication: Retirement of Lieutenant Ed Benish

Chief Jungbluth submitted a letter of intent to retire from Lieutenant Ed Benish. Chief Jungbluth stated that he is expecting Lt. Benish to retire from the force on October 16, 2012, although noted that Lt. Benish might decide to move his retirement date to the end of December 2012. Chief Jungbluth noted that he has followed up with the 20 plus Officers who have stated their intention to retire between December 2012 thru February 2013 and he expects to have a definite list to the Commissioners at the December PFC meeting.

Commissioner Clark stated that he was concerned about Lt. Benish's lack of commitment to an actual retirement date and asked that Chief Jungbluth secure a confirmed date from Lt. Benish as soon as possible.

The Commissioners had no additional questions or comments.

18. Request for Approval: Lieutenant of Police

Chief Jungbluth submitted to the Commissioners a request for approval of Specialist III (Training Sergeant) Jessica Johnson to Lieutenant of Police assigned to the Sensitive Crimes Unit.

Chief Jungbluth noted that Sgt. Johnson would be Lt. Benish's replacement and the promotion request at this time will ensure that Sgt. Johnson is properly trained to succeed in her new position. Chief Jungbluth stated that even if Lt. Benish decided to delay his retirement until the end of the year, this would work in Sgt. Johnson's favor as that would afford her additional time to be mentored and trained effectively by Lt. Benish.

The Commissioners noted that they were concerned about Lt. Benish's lack of commitment to a retirement date and in fact, are concerned that he might decide to not retire in 2012 at all. They noted that with a new Chief coming on board in 2013, they questioned the filling and promotions of upcoming staff vacancies due to the anticipated retirements as noted previously by Chief Jungbluth.

The Commissioners asked that the approval of this request for promotion be tabled until the October meeting and asked that Chief Jungbluth follow-up with Lt. Benish to determine his exact retirement intentions. Further, the Commissioner noted that the next Police Chief is entitled to have his own department vision and that carry-over of open positions from the prior Chief is part of that vision, and he or she should be afforded the opportunity to promote members at their discretion.

Chief Jungbluth disagreed with the PFC's rationale for not approving this promotion and any other promotions that occur during his tenure. He requested to be heard further on the matter of promotions at the September PFC meeting.

The Commissioners were adamant that their request to table this discussion and request in no way is a negative reflection of Sgt. Johnson. The Commissioners are aware of Sgt. Johnson's strong police skills and dedication to the department and her position, and believe she is an impressive asset to the West Allis Police Department.

A motion was made by Commissioner Nehmer and seconded by Commissioner Mester to table the request for promotion until the October meeting.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

19. Request for Approval: Addition/Purchase of Apprehension K-9 Team & Vehicle

Chief Jungbluth stated that he would like to add an additional Canine Unit to the department with a specific deployment on the patrol division – 2nd Shift. He stated that the cost of the new canine will be approximately \$14,000 which includes the canine, training, lodging and food. Chief Jungbluth stated that additionally, he would like to purchase and equip a new vehicle for this new team at an estimated cost of \$30,000.

Chief Jungbluth stated that the majority of this funding will be provided via the "K9 Fund" and any residual costs will be taken from the equitable sharing account.

A motion was made by Commissioner Mester and seconded by Commissioner Nehmer to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

20. Other related items

Commissioner requested that Chief Jungbluth schedule time to meet with those Officers on the promotion list to Lieutenant as it relates to the 2012 retirements.

E. FIRE DEPARTMENT

21. Firefighting Activity Report

Chief Hook submitted the Firefighting Activity Report prepared by AC Gary Streicher as well as the corresponding maps

Chief Hook reviewed the three fires noted in AC Streicher's report for July. Chief Hook stated that all three fires were quickly brought under control and that although damage to all three properties was apparent, it was minimal overall and no injuries were incurred.

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

22. Fire Department Financial Report

Chief Hook submitted the Fire Department Financial Report

Chief Hook stated that overall the budget is on track, however he noted that the clothing line item will most likely exceed budget due to the expense of purchasing eight (8) sets of protection gear equipment for the new fire recruits.

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

23. Training Activity Report

Chief Hook submitted the Training Activity Report prepared by AC Peter Rohde

Chief Hook stated that in July, six (6) firefighter recruits began their training; however, Chief Hook noted that approximately 2-3 weeks into this new hire training program, 2 of the new recruits voluntary resigned due to personal and physical issues. Chief Hook stated that it is expected the remaining 4 recruits will complete their training and move to 24 hour shifts by the end of August.

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

24. Fire Prevention Activity Report

Chief Hook submitted the Fire Prevention Activity Report prepared by AC Martin King

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

25. Emergency Medical Services Activity Report

Chief Hook submitted the Emergency Medical Services Activity Report prepared by AC Steve Bane

Chief Hook stated that per AC Bane's report, 83.7% of the alarms responded to in the month of July were requests for Emergency Medical Services.

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

26. Emergency Medical Services Revenue Report

Chief Hook submitted the Emergency Medical Services Revenue Report prepared by AC Steve Bane

Chief Hook noted that EMS revenue continues to increase above the budgeted amount.

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

27. Sick and Injured Report

Chief Hook submitted the Sick & Injured Report

Chief Hook was pleased to share with the Commissioners that the sick and injured report for July showed a decrease in all areas (short term, long term, family leave and injured). Chief Hook stated that he is anticipating this trend to continue thru the remainder of the year.

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

28. Master Plan Performance Snapshot

Chief Hook submitted the Master Plan Performance Snapshot report.

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

29. Communication: Reappointment to the State EMS Advisory Board

Chief Hook shared with the Commissioners a copy of a letter to Assistant Chief Steve Bane confirming his reappointment to the State of Wisconsin Emergency Medical Services Advisory Board. Chief Hook noted that members are appointed by the Governor and confirmed by the state legislature following an interview with a legislative committee and oversight by the Government Accountability Board. Chief Hook stated that AC Bane has served on the Advisory Board continuously for the last nine (9) years.

The Commissioners congratulated AC Bane on his accomplishment and thanked him for his continuing commitment to this important endeavor.

30. Communication: Notification of Retirement of Department Member

Chief Hook submitted to the Commissioners a notification of retirement for Fire Inspector Dave Danielsen. Chief Hook stated that FI Danielsen was appointed to the fire department in

1987 after having served in the U.S. Army for three years. Chief Hook stated that FI Danielsen’s retirement will be effective at 0800 hours on August 17, 2012.

On their behalf, the Commissioners asked the Chief to thank FI Danielsen for his 25 years of service to the department and wished him well in his retirement.

- 31. Request for Approval: Completion of Firefighter Probationary Period and placement on Fire Department Roster (Andrew Brownson, Guy Carriveau, Kyle Novak and Michael Samosky)

Chief Hook submitted a request for approval of four (4) probationary firefighters to be placed on the Fire Department Roster.

- PFF Andrew Brownson
PFF Guy Carriveau
PFF Kyle Novak
PFF Michael Samosky

Chief Hook stated that all 4 probationary firefighters began their career with the department on August 22, 2011 and have completed the requirements of their probationary year in August 2012. Chief Hook stated that based on reports from their mentoring officers and observations by AC Pete Rohde, he would recommend that all four be placed on the permanent West Allis Fire Department roster effective August 22, 2012.

A motion was made by Commissioner Clark and seconded by Commissioner Mester to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
No: 0

- 32. Request for Approval: Equipment Operator Promotional List

Chief Hook submitted to the Commissioners the Equipment Operator’s Promotional List for their approval. Chief Hook stated that this list was established in compliance with current department orders, the agreement between the City of West Allis and West Allis Professional Firefighters Association, IAFF Local 1004, and the Rules and Regulations of the West Allis board of Police and Fire Commissioners. Chief Hook stated that the list was established under the supervision of AC Gary Steicher.

Chief Hook stated that this list will be effective for a period of two (2) years, expiring at 0800 hours on August 17, 2014.

A motion was made by Commissioner Clark and seconded by Commissioner Mester to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
No: 0

- 33. Request for Approval: Promotions to Equipment Operator

Chief Hook submitted a promotions request to Equipment Operator for the following:

Firefighter Bradley Bloomer
Firefighter Jonathon Hauboldt
Fire Inspector Michael Theim

Chief Hook noted that if approved, these promotions would be effective at 0800 on Friday, August 17, 2012 and will be probationary for one (1) year.

A motion was made by Commissioner Clark and seconded by Commissioner Mester to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

The Commissioners congratulated the promoted members on their accomplishment and wished them well.

34. Discussion: Progress of current Firefighter recruit class

Chief Hook stated that the July recruit class has progressed thru their training period as expected, however he noted that 2 of the recruits had resigned as a result of personal and physical issues. Chief Hook stated that it is expected the remaining 4 recruits will complete their training and be assigned to 24 hour duty at the end of August.

The Commissioners had no additional questions or comments.

35. Other related items

Chief Hook reminded the Commissioners that there would be a Fire Department Swearing-In program taking place on Wednesday, August 29, 2012. Chief Hook noted that the program will take place at City Hall-Common Council chambers and would begin at 3:30 pm.

F. POLICE AND FIRE COMMISSION

36. Approval of new and revised City Policies

Commissioner Kempen asked for approval of the new and revised City Policies as provided to the Commissioners from CAO Paul Ziehler.

A motion was made by Commissioner Clark and seconded by Commissioner Nehmer to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

37. Discussion: Police Chief Hiring Process

Commissioner Kempen stated that on behalf of the Police and Fire Commission, he asked the Common Council for \$10,000 in funding to begin the recruitment process for the new Chief of Police for the City of West Allis. Commissioner Kempen stated that he explained to the Common Council that the Police & Fire budget was depleted due to the hiring of firefighter and police officer candidates over the past year, and costs that incurred to include medical

and psychological evaluations of these candidates. Commissioner Kempen stated that the Common Council denied the initial request for \$10,000 additional funding, but approved an amended request for \$5,000 additional funding instead.

Commission President Kempen stated that based on this decision and the projected cost of recruitment for this position, he suggested to the Commissioners two options:

1. Other than advertisement for the position of Police Chief, appoint an Acting Police Chief and begin the full interview process in January once the 2013 Police and Fire Commission budget has been determined and is in place.
2. Use of additional funds from the Police Department and Fire Department budgets to begin the recruitment process immediately.

Commission President Kempen stated that he was in favor of Option 1, which would allow the Commission board to recruit for the position effectively and to the level necessary to find the best qualified candidate for this position.

Commissioners requested that this agenda item be postponed until the September meeting for further discussion.

A motion was made by Commissioner Nehmer and seconded by Commissioner Clark to approve this request.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Clark, Mester and Nehmer
 No: 0

38. Discussion: Police & Fire Commission Budget

Commissioners discussed the Police and Fire Commission budget and the current shortfall due to the hiring of recruits for the fire and police department. Commissioner Kempen suggested that department recruitment for firefighters and police officers be added to the individual department budgets and not part of the Police and Fire Commission budget. Commissioner Kempen asked for feedback from the Chief's regarding this suggestion.

Both Chief Jungbluth and Chief Hook stated that the Police and Fire Commission, as an optional powers board, should retain control of this budget money and if necessary, ask the Mayor for additional funds. Additionally, Chief Hook stated that keeping the recruitment process within the confines of the Police and Fire Commission Board ensures that there is no biases within the hiring process and it keeps the Police and Fire Commission board involved in the recruitment/hiring process from start to finish.

The Commissioners had no additional questions or comments.

G. CLOSED SESSION

No closed session business scheduled

H. ADJOURNMENT

There being no further business, on a motion made, seconded and unanimously passed, the adjourned at 8:06 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.