



City of West Allis

11301 W. Lincoln Ave.
West Allis, WI 53227

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, November 15, 2012

6:00 PM

Police Court Center

REGULAR MEETING AND CLOSED SESSION

A. CALL TO ORDER

Commissioner Kempen called the meeting to order at 6:01 pm

B. ROLL CALL

Present: Commissioners Joseph Kempen, Wayne Clark, Kevin Haass, Harold Mester and Don Nehmer

Also Present: Chief Steven Hook, Assistant Chief Steve Bane, Assistant Chief Martin King, Battalion Chief Michael Schauz, Equipment Operator Dion Volk – Fire Department; Acting Interim Chief Charles Padgett – Police Department; Paul Ziehler, Chief Administrative Officer – City of West Allis; Jill Sorenson, Private Citizen

C. APPROVAL OF MINUTES

A motion was made by Commissioner Haass, seconded by Commissioner Mester and unanimously passed to approve the minutes of the October 18, 2012 Regular Meeting Minutes.

Commissioner Kempen stated to the Commissioners, Chief Hook and Acting Interim Chief Charles Padgett that private citizen, Jill Sorenson has requested and been given permission to speak prior to the start of the meeting regarding the selection of the new Chief of Police for the City of West Allis.

Ms. Sorenson spoke for approximately three (3) minutes after which, Commissioner Kempen thanked her for her comments and gave the floor to Chief Hook.

D. FIRE DEPARTMENT

1. Firefighting Activity Report

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

Chief Hook reported on two fires during the month of October. He stated that AC Streicher responded to the Village of Menomonee Falls for a box alarm assignment at Shady Lane Nursery in Menomonee Falls. Chief Hook also reported on other activity including one fire that had been turned over to the Police for additional investigation as a possible arson fire.

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

2. Fire Department Financial Report

Chief Hook submitted the Financial Report

Chief Hook stated that the department budget continues to stay within the expected constraints however noted that end of year pay-out expenditures, although budgeted, will increase total expenses.

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

3. Training Activity Report

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

Chief Hook reported that fire personnel continue to make-up the Milwaukee County EMS paramedic refresher class. He also stated that training was conducted on the new Concealed Weapons Operating Guideline and weapon transport container. Chief Hook explained that this training details the procedure personnel should follow in the event a patient or person has a weapon and requests transport via ambulance.

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

4. Fire Prevention Activity Report

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

Chief Hook noted that the fire prevention bureau continues to follow-up with and receive compliance from business owners who have been issued pre-citation letters regarding fire code violations.

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

5. Emergency Medical Services Activity Report

Chief Hook submitted the EMS Activity Report prepared by AC Steve Bane

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

6. Emergency Medical Services Revenue Report

Chief Hook submitted the EMS Revenue Report prepared by AC Steve Bane

Chief Hook stated that the ICC (Intergovernmental Cooperation Council) reached an agreement regarding the paramedic contract and will forward to the Milwaukee County Board for final approval. Chief Hook stated that the contract is for four (4) years with a supplemental payment distribution between host communities of \$1.5 million dollars per year that will be included in the Milwaukee County budget.

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

7. Sick and Injured Report

Chief Hook submitted the Sick and Injured Report

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

8. Master Plan Performance Snapshot

Chief Hook submitted the Master Plan Performance Snapshot report

Chief Hook was pleased to share with the Commissioners that response time recording and other corresponding recording time issues that have been resolved and the department is making good progress with the CAD reporting system.

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

9. Communication: Fire Accreditation Annual Compliance Report accepted by CPSE

Chief Hook submitted to the Commissioners a communication from the Commission on Fire Accreditation International indicating that the Board of Directors accepted the department's Annual Compliance Report (ACR) for 2012. Chief Hook stated that ACR specifically addresses activity in various fields of fire department management and scope of services and is one of the requirements to retain accredited agency status. Chief Hook reminded the Commissioners that the fire department is preparing for re-accreditation in spring of 2013, which requires a peer review visit and all new documentation. Chief Hook stated that Lieutenant Jay Scharfenberg has been spearheading this important initiative.

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

10. Communication: Notification of Retirement

Chief Hook submitted a letter of retirement from Assistant Chief Peter Rohde effective at 1600 hours on Monday, December 31, 2012.

Chief Hook stated that AC Rohde is a 29 year veteran of the fire department, joining the department on March 19, 1983. Chief Hook noted that over that timeframe, AC Rohde held the position of Equipment Operator, Lieutenant and Captain, and was promoted to his most recent position, Assistant Chief, in 2010.

On their behalf, the Commissioners asked Chief Hook to thank AC Rohde for his 29 years of service to the department and wished him well in his retirement.

11. Request for Approval: Completion of Firefighter Probationary Period and placement on Fire Department Roster (Kristopher Ries and George Huzjak III)

Chief Hook submitted a request for approval of two (2) probationary firefighters to be placed on the Fire Department roster.

PFF Kristopher Ries
PFF George Huzjak

Chief Hook stated that both probationary firefighters began their career with the department on November 14, 2011 and have completed the requirements of their probationary year in October 2012. Chief Hook stated that based on reports from their mentoring officers and observations by AC Pete Rohde, he would recommend that PFF Ries and Huzjak be placed on the West Allis Fire Department roster effective November 15, 2012.

A motion was made by Commissioner Haass and seconded by Commissioner Mester to approve the request.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Clark, Haass, Mester and Nehmer
 No: 0

12. Other related items:

No additional topics

E. POLICE DEPARTMENT

13. 1st Shift Activity Report

Acting Chief Charles Padgett submitted the 1st Shift Activity Report prepared by Captain Robert Navarrette

Acting Chief Padgett noted there were several significant arrests in October, and thanked the first shift officers for their hard work in solving these cases.

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

14. 2nd Shift Activity Report

Acting Chief Charles Padgett submitted the 2nd Shift Activity Report prepared by Captain Brian Mason and Lieutenant Jeff Nohelty

Acting Chief Padgett recognized the following officers for their investigative work that resulted in significant arrests during the month of October:

- Officer Orłowski (burglary arrest)
- Crime Analyst Hunger (burglary arrest)
- Officer Kempinski and Officer Matter (drug arrest)
- Officer Manthe and Officer Kempinski (drug and weapons arrest)

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

15. 3rd Shift Activity Report

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

Acting Chief Padgett noted that a significant arrest in October resulted in the acquisition of a Desert Eagle handgun and an AK 47 assault rifle as well as approximately 1.4 grams of cocaine. All of the offending parties involved were arrested and taken to the Criminal Justice facility for a DA review.

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

16. Crime Prevention Activity Report

Acting Chief Charles Padgett submitted the Crime Prevention Report prepared by Lieutenant Chad Evenson

Acting Chief Padgett stated that the family Halloween event at Greenfield Park was successful and he noted that approximately 1500 people were in attendance.

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

17. Sensitive Crimes Activity Report

Acting Chief Charles Padgett submitted the Sensitive Crime Report prepared by Lieutenant Ed Benish

Acting Chief Padgett stated that in the month of October, Detective Krueger and Napoli registered two (2) new sex offenders in the City of West Allis.

Acting Chief Padgett recognized SCU Detective Jessica Wink for her recent work with a sexual assault investigation that occurred in September of this year. A/Chief Padgett stated that Detective Wink did a very thorough investigation, which included interviews with a number of individuals who helped her identify the suspect. The suspect was arrested in October and confessed to the assault. The suspect has been charged accordingly and is awaiting trial.

A/Chief Padgett also stated that the SCU department responded to a number of shaken baby abuse as well as numerous other child abuse cases throughout the month of October.

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

18. Criminal Investigations Unit Activity Report

Acting Chief Charles Padgett submitted the Criminal Investigations Report prepared by Captain Christopher Botsch

A/Chief Padgett stated that the Cigarette Depot located on 1512 S. 894th Street had been robbed 5 times beginning in August. A/Chief Padgett stated that officers conducted surveillance and on October 7, the suspect again robbed this particular business. The suspect fled to a waiting vehicle and sped off. Officers were able to obtain vehicle information and the suspect as well as his girlfriend, were arrested and charged accordingly.

19. Crime Analysis Report and Bulletins

Acting Chief Charles Padgett submitted the Crime Analysis 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.

20. Traffic Bureau Activity Report

Acting Chief Charles Padgett submitted the Traffic Bureau Activity Report prepared by Lieutenant Brian Saftig

A/Chief Padgett stated that during the month of October, Officers arrested 41 individuals for OWI. He stated that of those 41 arrested, 21 were involved in motor vehicle crashes and 19 of the 41 are residents of West Allis.

A/Chief Padgett also stated that two fatal motorcycles accidents that occurred in October were also alcohol related incidents.

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

21. Tavern Report

Acting Chief Charles Padgett submitted the Tavern Report

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

22. Financial Report

Acting Chief Charles Padgett submitted the Financial Report

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

23. Sick & Injured Report – October

Acting Chief Charles Padgett submitted the Sick & Injured Report

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

24. Discussion: Upcoming Staff Challenges

Acting Chief Padgett stated that by the end of 2012, approximately 11 officers will be retiring from the force and an additional 6-8 will be retiring by the end of February 2013. A/Chief Padgett stated that given these statistics, the force will be down approximately 9 officers by February. A/Chief Padgett stated that he will be meeting with City Attorney Scott Post on November 27 to discuss the possibility of advancing those new officers who have previous police officer experience, thru the training program at a quicker pace to help cover the potential shortage of officers in 2013.

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

25. Discussion: Update on Police Officer Recruitment

Acting Chief Padgett stated that 20 candidates for the position of Police Officer have been scheduled for interviews and the final candidate list will consist of 12-14 candidates.

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

26. Other related items

Acting Chief Padgett stated that Captain Botsch and Lieutenant Evenson have been invited by the Milwaukee Police Department to participate in their Lieutenant interview process. A/Chief Padgett stated that there are 16 Lieutenant openings and approximately 150 applicants.

Acting Chief Padgett shared with the Commissioners that Detective Pye, Lieutenant Beyer and Lieutenant Marks graduated from Northwestern University’s School of Police Staff and Command, which was a 10-week program held in the Department’s training room facility.

Acting Chief Padgett stated that Captain Waddell is continuing his training at the FBI academy and is expected to be completed with this training on December 14, 2012.

F. POLICE AND FIRE COMMISSION

27. Request for Approval: Sole Source Purchase – Contract for Pen-Link

The City of West Allis Purchasing Department submitted a request for approve from Milwaukee HIDTA to contract with Pen-Link to provide software, hardware and maintenance for the next version of the Pen-Link software.

A motion was made by Commissioner Clarke and seconded by Commissioner Mester to approve the Sole Source Contract with Pen-Link, Inc., for software, hardware and maintenance upgrades for the total sum of \$41,162.55

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Clark, Haass, Mester and Nehmer
No: 0

Prior to moving into Closed Session, Commissioner Clark asked how the Commission Board should handle and accommodate public comments going forward.

CAO Paul Ziehler noted that if a topic is not on the published agenda, then it would be up to the Chair of the Committee to allow a citizen time to speak. Mr. Ziehler further noted that no additional discussion or comments on the topic would be allowed if it was not an agenda topic.

Commissioner Mester asked Acting Chief Padgett to follow up with Ms. Sorenson regarding the issues she noted.

28. Discussion: Applications for Chief of Police to determine if applicants have the met the established criteria and discussion of next steps in the process

Commissioners reviewed and discussed the Chief of Police applicant applications and agreed to advance five applicants for further consideration.

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 and review applicant qualifications for the position of

Chief of Police and to take such further action as may be necessary and appropriate in this matter.

A closed session for the above purpose is authorized pursuant to the provisions of Section 19.85(1)(c) of the Wis. Stats. which permits 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.

A motion was made by Commission Clark and seconded by Commissioner Mester to convene into closed session. The motion carried unanimously.

Commissioner Kempen called the meeting to closed session at 7:00 pm

Closed session item was discussed

A motion was made by Commissioner Clark and seconded by Commissioner Haass to reconvene into open session at 7:30 pm. The motion carried unanimously

H. ADJOURNMENT

There being no further business, on a motion made, seconded and unanimously passed, the meeting adjourned at 7:35 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.