



# City of West Allis

## Meeting Minutes

11301 W. Lincoln Ave.  
West Allis, WI 53227

### Board of Police and Fire Commissioners

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

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Thursday, May 16, 2013

6:00 PM

Police Court Center

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#### REGULAR MEETING

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#### A. CALL TO ORDER

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

#### B. ROLL CALL

Present: Commissioners Joseph Kempen, Wayne Clark and Kevin Haass.  
Commissioner Don Nehmer arrived at 6:20 pm

Excused: Commissioner Harold Mester

Also Present: Interim Fire Chief Gary Streicher, Assistant Chief Steve Bane,  
Assistant Chief Martin King, Battalion Chief Chris Reinke – Fire  
Department; Police Chief Charles Padgett and Deputy Police Chief  
Robert Fletcher – Police Department; Paul Ziehler, CAO – City of  
West Allis; Bridget Kennedy, Recording Secretary

#### C. APPROVAL OF MINUTES

A motion was made by Commissioner Haass and seconded by Commissioner Clark to approve the minutes, as corrected, of the April 18, 2013 Regular and Closed Session Meeting Minutes.

#### D. FIRE DEPARTMENT

##### 1. Firefighting Activity Report

Interim Fire Chief Streicher submitted the Firefighting Activity Report as well as the corresponding benchmark and incident maps.

I/FC Streicher noted that April 2013 Fire category showed a significant increase from same time last year. I/FC Streicher stated that he could not contribute to anything specific although he reminded the Commissioners that there were a number of fires in the early part of the year that certainly contributed to the number.

Commissioner noted that the property value for April 2013 seemed quite high vs. same time last year and asked I/FC Streicher to review this number for accuracy.

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

##### 2. Fire Department Financial Report

Interim Fire Chief Streicher submitted the department's financial report.

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

3. Training Activity Report

Interim Fire Chief Streicher submitted the Training Activity Report prepared by Acting Assistant Chief Jay Scharfenberg

I/FC Streicher stated that the first two weeks of April were devoted to Self Contained Breathing Apparatus (SCBA) confidence course. He noted that this is a very physical and demanding course and times and SCBA breathing air pressures are documented for all personnel.

I/FC Streicher stated that in the second half of April was devoted largely to training on vertical ventilation practices. He stated that the training consisted of practical exercises at the department's training facility, classroom sessions conducted by company officers, and culminated with real-time performance of vertical ventilation at a condemned house on the western end of the city.

Lastly, I/FC Streicher noted that two after action review meetings were conducted regarding the fatal fires on S. 57<sup>th</sup> St and on W. Hicks St.

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

4. Fire Prevention Activity Report

Interim Fire Chief Streicher submitted the Fire Prevention Activity Report prepared by Assistant Chief Martin King

I/FC stated that administration will be reviewing June staffing levels and will possibly place a firefighter on 8 hour duty to work with the fire prevention bureau on follow up and closure of outstanding violations.

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

5. Emergency Medical Services Activity Report

Interim Fire Chief Streicher submitted the EMS Activity Report prepared by Assistant Chief Steve Bane.

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

6. Emergency Medical Services Revenue Report

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

I/FC Streicher noted that the revenue continues to run ahead of the projected budget and will increase once the subsidy from Milwaukee County has been included.

I/FC Streicher referred the Commissioners to the highlighted EMS call overview information submitted by AC Bane:

- A number of fire employees attended the funerals of the victims of the 2 recent fatal fires as well as participated in the funeral procession drive by for the victims of the Hicks fatal fire.
- M112 responded to a patient who indicated he had not eaten in a number of days because the patient did not have any money. I/FC Streicher stated that after transporting the patient, M112 went to the grocery store and purchased food for this patient.
- FI Gundersen was conducting a routine occupancy inspection and during the walk thru observed evidence of illegal drug manufacturing in a basement. FI Gundersen called the WAPD for further investigation and it was determined that the substance was indeed illegal hallucinogenic mushrooms.

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

7. Sick and Injured Report

Interim Fire Chief Streicher submitted the Sick and Injured Report

I/FC Streicher stated that currently there is only 1 person on long-term sick, but other than that, the numbers for this report are lower than last year this time.

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

8. Master Plan Performance Snapshot

Interim Fire Chief Streicher submitted the Master Plan Performance Snapshot for April

I/FC Streicher stated that a category was added to the snapshot – Call processing times is less than 90 seconds. I/FC Streicher stated that this timeframe begins when dispatch picks up a call and stations are notified. He stated that with dispatch just beginning to utilize the new EMD system, there has been a learning curve which has resulted in not making the 90 second baseline. I/FC Streicher noted that the department is aware of this challenge and will continue to track and monitor to ensure ongoing improvement.

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

9. Communication: Maintenance Contract – Extrication Equipment

Interim Fire Chief Streicher stated that Firefighter Jason Schaak participated in a Hurst Tool Maintenance workshop. I/FC Streicher stated that this training will allow FF Schaak to provide annual maintenance on our extrication equipment. He stated that by doing our own annual maintenance, the department will save approximately \$1000 per year.

Commissioners asked CAO Paul Ziehler if there was higher risk of liability having city personnel handle equipment maintenance. Mr. Ziehler noted that potentially, there could be more risk if not handled from an outside source as outside contractors/vendors often have a clause in their contracts that the City cannot be sued as it relates to their work repairs.

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

## 10. Communication: Retirement of Equipment Operator

Interim Fire Chief Streicher submitted to the Commissioners a letter of retirement from Equipment Operator Richard Krueger. I/FC Streicher noted that EO Krueger started his career with the department in 1988 and took the position of EO in 1995.

The Commissioners thanked EO Krueger for his service to the community and wished him well in his retirement.

## 11. Other related items

- Reminder that the WAFD annual open house will be Saturday, May 18<sup>th</sup> at Station 2 from 10 am – 1 pm;
- Contractors have begun work at Station 2 regarding the construction of the CPAT garage. The projected completion date is July 19, 2013;
- Final preparations are in motion for the department's 2013 accreditation process. The peer assessor team will be arriving into Milwaukee on June 16<sup>th</sup> and on-site June 17-20, 2013;
- Expectation of OT budget to be over is realistic due to a number of openings in the department.
- PFC interviews of firefighter candidates requested to be scheduled the early part of June if possible. Commissioner Kempen asked all Commissioners to send him their availability thru the end of June and he will combine into one schedule.

**E. POLICE DEPARTMENT**12. 1<sup>st</sup> Shift Activity Report

Police Chief Padgett submitted the 1<sup>st</sup> Shift Activity Report prepared by Captain Robert Navarrette

Chief Padgett noted a number of significant arrests:

- Officer Pinter executing a traffic stop discovered crack cocaine and several other drug related items;
- Officer Kmichik contacted a number of scrap yards after a bicycle rack theft from the WA Senior Center was reported. The rack was turned into the National Salvage company and the offenders were arrested;
- Officers Otto & Beier responded to an employee theft complaint at Target. The Officers chased the vehicle but the driver refused to stop. The officers obtained vehicle information and the driver was later apprehended and charged with eluding and theft;
- Officer Heckler arrested two individuals attempting to cash a stolen check and additionally, drug paraphernalia and cash were recovered from the same vehicle.

Chief Padgett stated the business Pawn America customers have been creating problems as they line up before the business opens and fighting among the customers breaks out. Chief Padgett stated that Officers have been and will continue to be proactive in maintaining order regarding this situation and have conversations with the owners and employees as well as the surrounding businesses. This situation will continue to be monitored.

13. 2<sup>nd</sup> Shift Activity Report

Police Chief Padgett submitted the 2<sup>nd</sup> Shift Activity Report prepared by Captain Christopher Marks and Lieutenant Jeff Nohelty

Chief Padgett stated that Officer Kielley and others responded to a suicide situation and upon arriving at the location learned that the individual refused to answer the door or the telephone. The Crisis Response Unit and negotiation teams were activated and after several hours of negotiation, the man exited the residence and was taken into custody.

Chief Padgett stated that 2<sup>nd</sup> shift patrol have increased their presence in the surrounding parks as the weather has become warmer and more people are out and about.

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

14. 3<sup>rd</sup> Shift Activity Report

Police Chief Padgett submitted the 3<sup>rd</sup> Shift Activity Report prepared by Captain Ron Versnik and Lieutenant Anthony Spath

Chief Padgett stated that the initiative for 3<sup>rd</sup> Shift Patrol for April was to increase officer's awareness of potential drug dealers/users on vehicle stops. He noted that Officers were made aware of possible indicators of drug dealing/usage when interacting with persons on traffic stops. Chief Padgett also stated that Officers were also given direction as to how to speak with the drivers/passengers for the purpose of obtaining consent to search the vehicle.

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

15. Crime Prevention Activity Report

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

Chief Padgett noted that those officers assigned as school liaison will be transferred to the day shift patrol once school has finished for the year.

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

16. Sensitive Crimes Activity Report

Police Chief Padgett submitted the Sensitive Crime Unit report prepared by Lieutenant Jessica Johnson

Chief Padgett stated that this division continues to remain busy and there are many highly sensitive cases currently under investigation. Chief Padgett noted an earlier initiative Internet Crimes against Children, continues to be a work in progress and the next steps are to meet with IT to discuss their involvement.

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

17. Crime Analyst Activity Report

Police Chief Padgett submitted the Crime Analyst Activity Report as well as the corresponding police bulletins prepared by Crime Analyst Chrisie Hunter

Chief Padgett stated that CA Hunter continues to provide valuable information regarding crimes around the city. He stated that the bulletins are helpful to all officers to keep them aware of ongoing criminal activities and suspects at large.

Commissioner Kempen asked Chief Padgett what training activities she has been involved in to improve her CA skills. Chief Padgett noted that CA Hunter belongs to a certified group of individuals who have the same skill set as her and she frequently attends various seminars on crime analysis data reporting to keep up to date on procedures, etc.

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

18. Traffic Bureau Activity Report

Police Chief Padgett submitted the Traffic Bureau Report prepared by Lieutenant Brian Saftig

Chief Padgett stated the Greenfield Bridge is still slated to open prior to the 2013 State Fair. He noted that officers continue to maintain a presence in the construction area to enforce traffic violations and provide a safe environment for residents, motorists, pedestrians and construction workers. Chief Padgett noted that additional crossing guard hours necessary due to this construction are being recorded and will be reimbursed through DOT mitigation funds.

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

19. Tavern Violations

Police Chief Padgett submitted the Tavern Violations report.

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

20. Overtime Report

Deputy Chief Bob Fletcher submitted the Overtime Report

DC Fletcher noted that OT in Criminal investigations increased due to additional hours relating to the two recent fatal fires.

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

21. Sick and Injured Report: April 2013

Deputy Chief Bob Fletcher submitted the Sick and Injured report

DC Fletcher noted that FML has gone down vs. last year. He stated that the department has a number of young people on the force and many of them started families last year, which accounted for the higher FML number.

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

22. Budget Summary

Deputy Chief Bob Fletcher submitted the Budget Summary

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

23. Request for Approval: Purchase of Ammunition

Deputy Chief Bob Fletcher submitted a request for the purchase of ammunition. He stated that the ammunition request includes pistol, shotgun and rifle ammunition. DC Fletcher stated the cost of the ammunition will be \$24,000.

A motion was made by Commissioner Clark and seconded by Commissioner Haass to approve the purchase request as stated above. The motion carried by the following vote:

Votes: Aye – 4, Commissioners Kempen, Clark, Haass and Nehmer  
No - 0

24. Other related items

Chief Padgett noted the following additional items:

- Reaccreditation process on Monday, May 20<sup>th</sup>, and he does not anticipate any issues;
- Stated that the department has been working with citizens on Theo Tracker Way between 109<sup>th</sup> -112<sup>th</sup> regarding the continued issue of vehicle cruising and speeding in this area. Have been working on solutions and will continue to do so. He stated that grant funds will be used for additional OT as it relates to this issue. Commissioner Nehmer asked that going forward fund paid via grants, etc., be a separate line item on the OT report.
- Noted that there are three (3) open detective spots in the department but they will not be filled until September;
- Was invited and attended the Milwaukee Police Department’s promotional exam for Captain. Chief Padgett stated that there were 5 Lieutenants that were going thru the process. It was a beneficial and learning experience he stated.

**F. POLICE AND FIRE COMMISSION**

25. Request for Approval: Sole Source Contract – Cellebrite USA Corporation

The City of West Allis Purchasing Department submitted a request for approval from Milwaukee HIDTA to contract with Cellebrite USA Corporation to purchase an upgraded Universal Forensic Extraction Device for mobile forensic purposes for a total sum of \$10,581.98.

A motion was made by Commissioner Clark and seconded by Commissioner Haass to approve the purchase request as stated above. The motion carried by the following vote:

Votes: Aye – 4, Commissioners Kempen, Clark, Haass and Nehmer  
No - 0

26. Request for Approval: Sole Source Contract – AirWatch

The City of West Allis Purchasing Department submitted a request for approval from Milwaukee HIDTA to contract with AirWatch to purchase AirWatch Enterprise Mobile

Device Management software for managing their mobile devise inventory for a total sum of \$10,900.00.

A motion was made by Commissioner Haass and seconded by Commissioner Clark to approve the purchase request as stated above. The motion carried by the following vote:

Votes: Aye – 4, Commissioners Kempen, Clark, Haass and Nehmer  
No - 0

27. Election of Police and Fire Commission Officers

Commissioners Haass and Clark nominated Commissioner Kempen to remain in the position of President; Commissioners Clark and Nehmer nominated Commissioner Haass to remain in the position of Vice President; Commissioners Nehmer and Haass nominated Commissioner Clark to remain in the position of Secretary. No other nominations were received. The block vote unanimously passed.

28. Discussion: Finalization of Fire Chief Candidate Credential Requirements

Commissioner Kempen made a motion to amend the previously approved Fire Chief Job Description Minimum Qualification from Fire Officer II to Fire Officer I. Commissioner Kempen noted the recruitment brochure will be posted and disseminated on May 28<sup>th</sup> with an application deadline of 5:00 pm on Friday, June 28, 2013.

A motion was made by Commissioner Clark and seconded by Commissioner Haass to approve the change in a minimum qualification requirement as stated above. The motion carried by the following vote:

Votes: Aye – 4, Commissioners Kempen, Clark, Haass and Nehmer  
No - 0

29. Discussion: Compliance with the Open Meeting provisions of State Statutes

Commissioner Kempen reminded Commissioners that information via email or other forms of media communication is subject to Open Meeting provisions as dictated by Wisconsin State Statues and to be mindful of such going forward.

30. Other related items

Commissioner Clark made a motion to request that going forward, all HIDTA purchase requests have the signature of the HIDTA Director, Ed Polachek on the HIDTA letter.

A motion was made by Commissioner Clark and seconded by Commissioner Haass to approve the signature requirement as stated above. The motion carried by the following vote:

Votes: Aye – 4, Commissioners Kempen, Clark, Haass and Nehmer  
No - 0

**G. CLOSED SESSION**

No Closed Session Business Scheduled

**H. ADJOURNMENT**

There being no further business, on a motion made, seconded and unanimously passed, the meeting adjourned at 7:21 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.