



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,
Amy Heron, Secretary
Commissioners Donald Nehmer and Christopher Ahrens*

Thursday, January 16, 2014

6:00 PM

Police Court Center

REGULAR MEETING

A. CALL TO ORDER

Commissioner Kempen called the meeting to order at 6:05 pm

B. ROLL CALL

Present: Commissioners Joseph Kempen, Christopher Ahrens, Kevin Haass (arrived to meeting at 6:30 pm), Amy Heron

Excused: Commissioner Don Nehmer

Also Present: Fire Chief Steve Bane, Battalion Chief Dan Machowski, Equipment Operators/Local 1004 President, Dion Volk – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch, Deputy Chief Bob Fletcher, Captain Steve Beyer, Police Officer Tim Gold – Police Department; Bridget Kennedy, Recording Secretary

C. APPROVAL OF MINUTES

A motion was made by Commissioner Ahrens and seconded by Commissioner Heron to approve the December 19, 2013 Regular Meeting Minutes.

FIRE DEPARTMENT

1. Firefighting Activity Report

Chief Bane submitted the Firefighting Activity report prepared by AC Gary Streicher as well as the year-end incident map

Chief Bane noted that the property loss for the early part of the year had increased due to the two large fires that occurred during this timeframe in 2013. Chief Bane also reviewed a fire that occurred on S. 54th Street. He stated that the fire was quickly contained because a properly functioning sprinkler system had activated in the fire location area.

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

2. Fire Department Financial Report

Chief Bane submitted the Fire Department Financial Report

Chief Bane noted that the department ended the year under budget which can be attributed to the open positions within the department as well as careful spending by department

members. Chief Bane stated that at the last PFC meeting, the Commissioners had approved a transfer of funds carry over request and he expects this request to be presented to the Common Council for their final approval at the next Common Council meeting.

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

3. Training Activity Report

Chief Bane submitted the Training Activity Report prepared by DC Jay Scharfenberg

Chief Bane stated that all personnel received orientation training for a reinstated CPR feedback program that will be administered by Milwaukee County EMS. Chief Bane stated that this program will be used to measure and receive information regarding the quality of CPR performance of members as it relates to established CPR protocols.

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

4. Fire Prevention Activity Report

Chief Bane submitted the Fire Prevention Activity Report prepared by AC Marty King as well as an overview of the Cold Weather Response report

Chief Bane stated that during the recent extreme cold weather spell, the fire department responded to thirteen calls directly related to the weather. Six of the calls were for frozen fire sprinkler pipes and the remainders were domestic water pipes in residential buildings. Chief Bane stated that the department took a proactive approach to this anticipated problem by contacting Channel 58 to do an informational piece for building owners about checking their building for potential water leaks.

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

5. Emergency Medical Services Activity Report

Chief Bane submitted the Emergency Medical Services Activity Report prepared by Interim Deputy Chief Kurt Zellmann as well the December highlighted calls

Chief Bane noted that during the month of December, 85.0% of the fire alarms responded to by the department were requests for EMS and year-to-date vs. 2012 there was a +1.6% in EMS calls. Chief Bane reviewed the December highlighted calls recap and noted that fire personnel handled a number of challenging and difficult calls in December.

Upon request by Commissioner Ahrens regarding what is a Community Care Paramedic, Chief Bane explained that this is a potential start up program within the community that would target individuals who find it difficult to meet their health issues because of language barrier issues, or they are older and not mobile, etc. The program would involve visiting homes, assessing a person's situation and ensuring that correct medical care for the individual is implemented.

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

6. Emergency Medical Services Revenue Report

Chief Bane submitted the Emergency Medical Services Revenue Report prepared by Interim Deputy Chief Kurt Zellmann

Chief Bane noted that numbers for September thru the end of the year are projected only and final numbers are expected to be received from Milwaukee County EMS within the next month or so.

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

7. Sick and Injured Report

Chief Bane submitted the Sick & Injured Report

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

8. Master Plan Performance Snapshot

Chief Bane submitted the Master Plan Performance Snapshot

Chief Bane stated that the call processing times in December increased to 90.9% of hitting the required baseline benchmark of 90 seconds. Chief Bane noted that he expects this call processing time to continue at that level or improve with the purchase of the Pro QA Software which was approved to purchase in December. Chief Bane noted that this software is an upgrade to the Priority Medical Dispatch program currently in use at the police dispatch center.

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

D. POLICE DEPARTMENT

9. Request for Approval: Utilization of 2013 excess budget funds

Chief Padgett submitted a request for approval to utilize 2013 excess budget funds to purchase a new garage door, corresponding controls and hydraulics. Chief Padgett noted that this request also includes the removal and disposal of the old door. Chief Padgett stated that the total amount requested is \$29,400.00.

A motion was made by Commissioner Heron and seconded by Commissioner Ahrens to approve the garage door replacement as noted above contingent upon Chief Administrative Officer Paul Ziehler’s decision to utilize the 2013 unused budget funds or the 2014 contingency fund.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Ahren, Haass and Heron
 No: 0

10. Statistics

Chief Padgett submitted comparison graphs from 2011, 2012 and 2013 for the following categories:

- Accidents by year
- Parking tickets by year
- Incident reports by year
- Adult Arrests by year
- Money collected by year
- Juvenile arrest by year
- Tickets issued by year
- Dispatch activity by year
- OWI cases by year

Commissioners asked Chief Padgett to keep a running total thru date going forward regarding the above topics.

Chief Padgett also submitted a year-to-date chart, 2010-2013 for the following offenses:

- Murder
- Rape
- Robbery
- Aggravated Assault
- Simple Assault
- Burglary
- Theft
- Motor vehicle theft
- Arson

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

11. Recruitment and Staffing Updates

Chief Padgett stated that the final three candidates from the department's eligibility list have passed the psychological exam and a majority of the medical requirement. Chief Padgett stated that he expects these candidates to begin with the department on February 3, 2014. Chief Padgett stated that the department is still seven (7) positions short of the 132 full staff number and Chief Padgett stated that it would be necessary to run another recruitment process to ensure the department is at full staff by the end of 2014.

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

12. Police Department Financial Report

Chief Padgett submitted the Police Department Financial Report.

Chief Padgett stated that the OT budget was slightly over budget, but approximately 1000 hours less than in 2012.

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

13. Overtime Comparison

Chief Padgett stated that even though the department was over approximately 1000 hours from 2012 OT budget hours, he stated the Officers did an excellent job of keeping these hours to a minimum given that the department has been working understaffed during the 2013 budget year. Chief Padgett noted that part of his 2015 budget discussion with Finance Manager Mark Wyss will cover OT budget funding going forward.

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

14. I.T. Update

Chief Padgett shared with the Commissioners that a job description and other necessary job information relating to the new IT position that will be assigned to the PD has been completed and the City's HR department is preparing to assist IT in recruiting for the position after necessary approvals by the common council. Chief Padgett stated that he has also discussed with HR the creation of a record management specialist clerical position that would be dedicated to working with the Pro Phoenix record management system currently in use. This position would work directly with Crime Analyst Chrisie Hunter and in conjunction with the IT position, to glean information from the pro phoenix program and utilize components of the system more effectively and efficiently going forward. Chief Padgett stated that a position description has been completed, and given to CAO Paul Ziehler. Chief Padgett stated that the next step would be to present to Common Council for approval and finalization of modification to the salary ordinance.

A motion was made by Commissioner Ahren and seconded by Commissioner Haass to approve the clerical position as noted above by Chief Padgett.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Ahren, Haass and Heron
 No: 0

15. 1st Shift Activity Report

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

DC Fletcher recognized the efforts of Sgt. Anthony Spath along with a private citizen who administered CPR on a car accident victim until the paramedics arrived to take over the scene. DC Fletcher noted that the victim was then transported to the hospital and received treatment for a cardiac condition. DC Fletcher also stated that an initiative for December was the Holiday Shopper program and this year the program involved all shifts and many retail stores were open 24 hours during peak holiday shopping days.

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

16. 2nd Shift Activity Report

Deputy Chief Fletcher submitted the 2nd Shift Activity Report prepared by Captain Chad Evenson and Lieutenant Nick Pye

DC Fletcher reviewed an armed robbery case that took place in mid-December. He stated that Officers responded to a victim who had agreed to purchase items from a Craigslist ad. DC Fletcher noted that upon arrival of the arranged meeting location, the victim was confronted and robbed of several electronic items as well as his car keys. The suspects were later arrested in Milwaukee and have been charged with armed robbery and several other offenses.

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

17. 3rd Shift Activity Report

DC Fletcher submitted the 3rd Shift Activity Report prepared by Captain Christopher Marks

DC Fletcher recognized Officer Kaye regarding his efforts in a recent gas station shooting incident. DC Fletcher stated that the gas station employee was shot in the sternum during a robbery. DC Fletcher noted that due to Officer Kaye's military background, he carries additional first aid supplies in his police vehicle and upon arrival to the scene, immediately applied compressed packaged gauze to the entry and exit wound of the victim. The victim was transported to the hospital and is currently recovering from his injury. DC Fletcher stated that to-date, no suspects have been arrested in connection with this incident.

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

18. Criminal Investigations Unit Activity Report

DC Fletcher presented the Criminal Investigations Unit Activity Report prepared by Captain Barry Waddell

DC Fletcher stated that a rash of truck and construction vehicle batteries have been stolen in the West Allis and Waukesha county areas recently and sold for scrap. He noted that two suspects have been arrested in connection with these robberies, but it continues to be a problem and several initiatives have been implemented to combat these thefts. DC Fletcher also noted that the CIU division will be reopening and reviewing a number of cold cases over the next year to investigate any potential new leads or evidence that might help close as many of these cold cases as possible.

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

19. Sensitive Crimes Activity Report

DC Fletcher submitted the Sensitive Crimes Activity Report prepared by Lieutenant Jessica Johnson

DC Fletcher stated that after a school liaison officer was tipped off about a potential sexual abuse incident involving a number of girls, an investigation ensued and it was discovered that two girls were introduced to an all-girls club on facebook created by the eventual offender. After the girls were introduced to the offender, they were sexually assaulted and abused. The offender was arrested and has been charged with a total of 23 felonies as it relates to the nature of this crime.

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

20. Tavern Violations

DC Fletcher submitted the Tavern Violations report prepared by Lieutenant Jessica Johnson

DC Fletcher noted an incident that took place at the Oval Bar involving a patron bringing a loaded gun into the bar and placing it on top of the bar. The gun owner was arrested and charged with three misdemeanor charges. DC Fletcher noted that further investigation will be conducted into this incident as this type of behavior is concerning as it relates to the general public safety as well as officer safety.

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

21. SIU 4th Quarter Activity Report

DC Fletcher submitted the SIU 4th Quarter Activity Report prepared by Lieutenant Colin Hughes

DC Fletcher noted that during the 4th quarter of 2013, there were a total of 97 arrests which resulted in 118 state criminal offense charges and municipal citations. DC Fletcher stated that in October, the SIU division participated in the national Prescription Take Back day and collected a total of 294.0 pounds of pills and 209.2 pounds of liquids, creams and inhalers.

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

22. SIU 2013 Annual Report

DC Fletcher submitted the SIU 2013 Annual Report prepared by Lieutenant Colin Hughes

DC Fletcher noted that during 2013, there were a total of 550 arrests made which resulted in 245 state criminal offense charges and 453 municipal citations.

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

23. Crime Analysis Report

DC Botsch submitted the Crime Analysis Report as well as the supporting police bulletins prepared by Crime Analyst Chrisie Hunter

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

24. Traffic Report

DC Botsch submitted the Traffic Report prepared by Lieutenant Todd Clementi

DC Botsch stated that during the month of December, 38 individuals were arrested for OWI DC Botsch noted that three (3) of the individuals arrested had an alcohol concentration at or above .20 and one (1) individual, arrested for 2nd offense, had an alcohol reading of .30. DC Botsch also stated that officers investigated a total of 240 traffic crashes during December.

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

25. 2013 Year End OWI Report

DC Botsch submitted the 2013 Year End OWI Report prepared by Lieutenant Todd Clementi

DC Botsch stated that the department made a total of 515 OWI arrests in 2013, which was actually a decrease of 33 arrests compared to 2012. DC Botsch recognized several officers who arrested 30 or more OWI offenders:

- Officer Daniel Foy 34 arrests
- Officer Druscilla Schneider 31 arrests
- Officer Wayne Treep 30 arrests
- Officer Robert Tuschl 30 arrests

DC Botsch also stated that most of the OWI arrests are 1st offense (345 in 2013), but 2nd and 3rd offense make up a large portion of arrests as well. The numbers are reduced after that, with 1 person arrested for a 7th OWI offense.

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

26. 2013 Year End Traffic Report

DC Botsch submitted the 2013 Year End Traffic Report prepared by Lieutenant Todd Clementi

DC Botsch stated that total monies collected for the Warrant bureau was \$540,642.00. DC Botsch noted that this was an increase from 2012 which can be attributed to a quicker warrant process allowing officers to respond and make arrests in a timelier manner. DC Botsch also reviewed the four (4) fatal crashes that occurred in West Allis during 2013.

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

27. Training Report

DC Botsch submitted the Training Report prepared by Captain Ron Versnik and Sergeant David Madden

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

28. Crime Prevention Activity Report

DC Botsch submitted the Crime Prevention Activity Report prepared by Lieutenant Jeffrey Nohelty

DC Botsch reviewed a number of the activities the Crime Prevention division participated in during the month of December as well as the school liaison's activities.

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

29. Sick & Injured Report

DC Botsch submitted the Sick & Injured Report for December, which included the year-to-date comparison between 2012 and 2013.

DC Botsch stated in 2012, the light duty numbers were not included in the sick and injured report, but had recently been added to the 2013 report, thus skewing the numbers a bit higher than in 2012.

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

E. POLICE AND FIRE COMMISSION

30. Discussion: Police and Fire Hiring Practices

1) Over the last several years a lot of police officers, firefighters and two chiefs were hired; a concern Comm. Kempen has is within next few years there will be a completely new commission. There are 2 new members now and will have a 3rd new member later this year.

2) Any process over time needs to be looked at and re-evaluated; take a look at what worked; what didn't; re-evaluate the process.

Chief Padgett requests to begin a recruitment process – setting requirements for application of: a 4 year degree or Associate degree/60 college credits and 2-4 years law enforcement experience rather than strictly the 4 year degree; during previous recruitments, we have passed on interested candidates' w/working experience 2-4 years because they only had an associate vs bachelors.

- Chief Padgett stated that we average of 60-66 applications with the 4 year degree requirement; 30 go through assessment; we have repeat applicants. In meetings w/other chiefs that don't have 4 year degree requirement they indicate their applications are 300-500.

Kempen approved associates w/level of experience 2-3 years sworn police officer, whether 2 or 3 years to be determined by police chief.

A motion was made by Commissioner Ahrens and seconded by Commissioner Haass to approve the 2 year degree sworn law enforcement 2-3 years minimum requirement.

The motion carried by the following votes:

Vote: Aye: 4, Commissioners Kempen, Ahren, Haass and Heron
 No: 0

Discussion took place regarding PFC interviews of candidates and criteria for failure at the interview, commission will take a look at this policy and procedure; see how it can be improved.

Chief Bane discussed a tool for employment screening; he will talk w/ Dr. Childs;

31. Discussion: Nepotism Policy

Commissioner Kempen stated that he would like to have a conversation regarding a instituting a nepotism policy in the near future.

G. CLOSED SESSION

No Closed Session business scheduled

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 7:30 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.