



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

Thursday, February 20, 2014

6:00 PM

West Allis Fire Administration

REGULAR MEETING

A. CALL TO ORDER

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

B. ROLL CALL

Present: Commissioners Joseph Kempen, Christopher Ahrens, Kevin Haass, Amy Heron and Don Nehmer

Also Present: Fire Chief Steve Bane, Battalion Chief Mike Schauz, Captain Dan Ledvorowski, Equipment Operator/Local 1004 President, Dion Volk, Equipment Operator/Local 1004 Vice President, Mark Sura – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch, Deputy Chief Bob Fletcher, Captain Steve Beyer, Captain Barry Waddell – Police Department; Paul Ziehler, Chief Administrative Officer – City of West Allis; Bridget Kennedy, Recording Secretary

C. APPROVAL OF MINUTES

A motion was made by Commissioner Ahrens and seconded by Commissioner Haass to approve the January 16, 2014 Regular Meeting Minutes.

Commissioner Kempen requested a moment of silence in honor of Detective Stacie Napoli who passed unexpectedly due to complications of child birth on February 17, 2014.

D. POLICE DEPARTMENT

1. 1st Shift Activity Report

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

DC Fletcher reviewed a number of significant arrests in the month of January. He noted that on January 23rd, officers responded to a suicidal person inside a local residence. DC Fletcher stated that in conjunction with the CRU team, the person surrendered and was taken into custody.

DC Fletcher also stated that an initiative for Officers for the month of January was to identify vehicles in violation of the City's alley parking ordinance. DC Fletcher stated that once identified, cards were placed on vehicles informing the owners of the violation and issue. He stated that this initiative was helpful in educating citizens regarding these types of parking violations.

The Commissioners did not have any additional questions or comments and the report was placed on file.

2. 2nd Shift Activity Report

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

DC Fletcher stated that a January initiative regarding the homeless in West Allis involved both 2nd and 3rd shift officers. The officers worked in conjunction with the Milwaukee Hope House to speak with homeless individuals regarding resources available for their specific needs and well-being.

The Commissioners did not have any additional questions or comments and the report was placed on file.

3. 3rd Shift Activity Report

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

DC Fletcher discussed a domestic violence case that stemmed from a call from the victim regarding her ex-boyfriend. After detaining the ex-boyfriend, it was discovered that the suspect had been harassing the victim for over a month and engaged in a physical altercation with the victim recently as well. The ex-boyfriend was arrested and charged accordingly by the Milwaukee County DA's office.

DC Fletcher also noted that due to recent thefts of commercial equipment batteries from construction sites, the 3rd shift patrol division increased their surveillance along the Hank Aaron Trail to combat this issue.

The Commissioners did not have any additional questions or comments and the report was placed on file.

4. Crime Prevention Activity Report

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

DC Botsch was pleased to share with the Commissioners that the Police Honor Guard presented the colors prior to tip-off at the January 22nd Milwaukee Bucks game. DC Botsch also noted preparation has begun for the 2014 annual Officer/citizen recognition dinner that will take place later in the spring. He stated that Commissioners will be informed of the date in the near future. Lastly, DC Botsch informed the Commissioners that a new program within the department will focus on reviewing information and follow-up contact with crime victims shortly after an incident has occurred. He stated that officers will contact individuals to see if new information regarding the incident has come to light as well as offer services and other contact information to crime victims.

The Commissioners did not have any additional questions or comments and the report was placed on file.

5. Criminal Investigations Unit Activity Report

Captain Barry Waddell prepared and submitted the Criminal Investigations Unit Activity Report

Captain Waddell reviewed a number of significant robbery cases during the month of January to include a daytime bank robbery that recently took place that involved the suspect handing a note to the teller and demanding \$100.00. Ct. Waddell stated that the teller gave the suspect the money and the suspect then left the bank thru the main entrance door. To date, a suspect has not been identified.

The Commissioners did not have any additional questions or comments and the report was placed on file.

6. Sensitive Crimes Activity Report

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

DC Fletcher noted that there have been a number of difficult cases the bureau has faced over the past couple of months. He discussed an abuse case that involved a 5-month old child who was found to be not breathing and after investigation, it was determined that the baby had sustained significant injury to the brain as it relates to shaken baby syndrome. After further discussion with immediate family members, the mother's boyfriend was charged with 1 count of physical abuse of a child and both the mother and boyfriend were charged with 1 count of child neglect. DC Fletcher noted that at this time the baby is still alive but the prognosis for survival is not good.

The Commissioners did not have any additional questions or comments and the report was placed on file.

7. Tavern Violations

DC Fletcher submitted the Tavern Violations report prepared by Lt. Jessica Johnson

DC stated that Las Palmas continues to be involved in numerous trouble calls and the owner has been directed to appear in front of Common Council in the near future.

The Commissioners did not have any additional questions or comments and the report was placed on file.

8. Crime Analysis Report

Deputy Chief Chris Botsch submitted the Crime Analysis report prepared by Crime Analyst Chrisie Hunter as well as the corresponding police bulletins

The Commissioners did not have any additional questions or comments and the report was placed on file.

9. Traffic Report

Deputy Chief Chris Botsch submitted the Traffic report prepared by Lieutenant Todd Clementi

DC Botsch stated that the month of January had a number of accidents. He stated that there 45 OWI arrests and 226 accident reports were taken. DC Botsch also stated that parking control issued 1304 parking related citations and discussed the continued efforts to successfully collect outstanding parking citation money over the upcoming months.

The Commissioners did not have any additional questions or comments and the report was placed on file.

10. Training Report

Deputy Chief Chris Botsch submitted the Training report prepared by Captain Ron Versnik and Sergeant David Madden

DC Botsch stated that three (3) new officers are starting their 3rd phase of training in early February and will remain in training for the next few months. DC Botsch stated that until February 28, 2014, applications are being accepted for the position of Police Officer. He noted that once completed and reviewed, the remaining candidates will participate in the physical agility testing process and then move forward with the interview process.

DC Botsch also reviewed with the Commissioners the department's research regarding the officers wearing body cameras during their regular shift hours. He noted that officers are currently testing several models and the department is gathering necessary input to present to the Commissioners at a later date.

The Commissioners did not have any additional questions or comments and the report was placed on file.

11. Overtime Comparison

Chief Padgett submitted the Overtime Comparison report

Chief Padgett noted that search warrant activity during the month of January was high and resulted in an increase in OT for the CRU bureau division. Chief Padgett also stated that OT incurred in the dispatch center is a result of that area currently not fully staffed, however, there are two people in training and should be on the call floor by March and April.

The Commissioners did not have any additional questions or comments and the report was placed on file.

12. Sick & Injury Report

Deputy Chief Botsch submitted the Sick & Injured Report for the month of January.

The Commissioners did not have any additional questions or comments and the report was placed on file.

13. Police Department Financial Report

Chief Padgett submitted the Police Department Financial Report

The Commissioners did not have any additional questions or comments and the report was placed on file.

14. Statistics

Chief Padgett submitted the Statistic Reports

Chief Padgett stated that the reports now show 2012, 2013 and to-date data for the different statistical categories. Chief Padgett stated that the extensive cold weather over the past months have brought the overall numbers down except for OWI and general accidents, which have increased slightly.

The Commissioners did not have any additional questions or comments and the report was placed on file.

15. Communication: Police Department Take Home Squad

Chief Padgett submitted an overview of the department’s take home vehicle policy. He stated that this directive will apply only to the Police Canine teams, SIU investigators and the Chief of Police. Additionally, Chief Padgett stated that the take home vehicles will only be used for official department business. Chief Padgett noted that those members participating must read and understand this policy as well as sign the West Allis Police Department Take-Home Vehicle Agreement form.

A motion was made by Commissioner Haass and seconded by Commissioner Ahrens to approve the take-home vehicle policy as presented by Chief Padgett.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

16. 2013 Annual K9 Unit Report

Captain Barry Waddell presented the 2013 K9 annual overview report.

Ct. Waddell stated that in 2013, all K9 dogs and their handlers attended numerous training classes and recertification programs and over the 2013 year, logged approximately 400 hours of training.

Ct. Waddell stated that 2013 was an outstanding year for the K9 unit. Ct. Waddell thanked Corporal’s Zientek, McNally and Cerqua for their dedication to the K9 program and noted that the support of the WAPD and the community of West Allis contributed to the success as well. Specifically, Ct. Waddell noted that all 3 dogs continue to receive free vet care from Spirit of 76 Vet Clinic, Pet World continues provide free dog food thru a partnership with Earthborn Products and Pam’s Paws provides free grooming care.

Ct. Waddell reminded the Commissioners about the upcoming 4th annual K9 golf outing that will be held in June and more information will be provided as it is available.

The Commissioners did not have any additional questions or comments and the report was placed on file.

17. Request for Approval: Fund Transfer

Chief Padgett submitted to the Commissioner a request to approve the transfer of funds from the 2013 salary budget to various accounts for the purchase of new equipment and upgrades to existing equipment.

Chief Padgett stated that after discussions with the City’s finance department, it was determined that the police department had approximately \$422,000.00 left over in the 2013 salary budget. Chief Padgett stated that he is requesting approval of \$145,900 be transferred to 3 accounts for the purchase of new equipment and equipment upgrades.

Commissioner Kempen requested that Chief Padgett provide a summary of expenses (both received and paid out) of the 2013 Asset Forfeiture account at the next PFC meeting.

A motion was made by Commissioner Haass and seconded by Commissioner Ahrens to approve the fund transfer request as presented by Chief Padgett.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

18. Request for Approval: Purchase of Emergency Medical Dispatch (EMD) System Automated Software

Chief Padgett stated that in 2012, in conjunction with the Fire Department, purchased the Priority Dispatch EMD card system and quality assurance software. This purchase has improved the quality of service citizens receive when requesting medical assistance. Chief Padgett stated that this purchase request for software will electronically integrate the EMD system with the current Phoenix CAD system and allow dispatchers to move more smoothly thru the standardized EMD caller questioning. He noted that the results achieved thru this integration will produce increased EMD quality assurance scores and reduce dispatch time for the responding units.

A motion was made by Commissioner Haass and seconded by Commissioner Ahrens to approve the EMD automated software request as presented by Chief Padgett.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

19. Request for Approval: Purchase of DP3 and ALPR units

Chief Padgett requested the approval of 13 Digital Patroller squad camera upgrades as well as an Automated License Plate Reader. Chief Padgett noted that the total for both will be \$85,900 and funding had been established thru the previously approved transfer of funds request.

A motion was made by Commissioner Haass and seconded by Commissioner Heron to approve these purchases as presented by Chief Padgett.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
 No: 0

E. FIRE DEPARTMENT

20. Firefighting Activity Report

Chief Bane submitted the Firefighting Activity Report prepared by AC Streicher as well as the corresponding quadrant maps

Chief Bane stated that there have been a number of frozen sprinkler system issues due to the extreme cold weather and the department has been proactive in getting the word out about these potential issues via one-on-one conversations with business owners and via the media as well. Chief Bane then reviewed with the Commissioners the three (3) fires that were highlighted in the submitted report.

The Commissioners did not have any additional questions or comments and the report was placed on file.

21. Fire Department Financial Report

Chief Bane submitted the Fire Department Financial Report for the Commissioners review.

The Commissioners did not have any additional questions or comments and the report was placed on file.

22. Training Activity Report

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

Chief Bane stated that there were a number of training activities that took place during the month of January. He stated that in the beginning of January, personnel were presented with the details of a structure fire that took place in Colorado. This incident nearly trapped four (4) department members when the first floor collapsed into the basement. Chief Bane explained that personnel were presented with lessons learned from that incident to ensure that the WAFD members avoid a similar situation.

Chief Bane also shared with the Commissioners that he presented to the department an overview of his vision of the department over the next three-five years and he stated that in addition to his presentation, he shared a motivational video entitled "For the Love of It", which he hopes will encourage members to come to work energized and excited to do their job.

The Commissioners did not have any additional questions or comments and the report was placed on file.

23. Fire Prevention Activity Report

Chief Bane submitted the Fire Prevention Activity Report prepared by AC King

Chief Bane noted that inspections are being completed on a timely and regular basis by the Fire Inspectors and follow-up inspections are being completed as well.

The Commissioners did not have any additional questions or comments and the report was placed on file.

24. Emergency Medical Services Activity Report

Chief Bane submitted the EMS Activity report prepared by Interim DC Kurt Zellmann as well as the January highlighted calls.

Chief Bane stated that I/DC Zellmann added additional information to this report that he believes the Commissioners will find informational and useful as it relates to EMS activity.

Chief Bane discussed a number of the highlighted calls and noted in particular an incident where a patient had no pulse and was not breathing upon paramedics arrival. Chief Bane noted that the paramedics worked on the patient for approximately 25 minutes and transported him to the hospital where he was admitted to the ICU in an unresponsive state. Chief Bane stated that follow-up reports on the patient are positive. The patient continues to recover and is expected to return home in the very near future.

The Commissioners did not have any additional questions or comments and the report was placed on file.

25. Emergency Medical Services Revenue Report

Chief Bane submitted the EMS Revenue Report also prepared by Interim Deputy Chief Kurt Zellmann

Chief Bane noted that Milwaukee County is in the process of distributing contracted money due for year-end 2013, but the exact timeframe is undetermined at this point. Chief Bane also noted that ALS rates for 2014 have been determined and that he will present this information at the March meeting.

The Commissioners did not have any additional questions or comments and the report was placed on file.

26. Sick and Injured Report

Chief Bane submitted the Sick & Injured Report comparing January 2014 to January 2013.

Chief Bane stated that numbers for 2014 are starting off on the right foot, as January 2014 numbers are lower than last year. Chief Bane stated however, that he knows of at least seven (7) firefighter families that have had or are expecting babies over the next months and this will definitely affect the FML numbers as 2014 progresses.

The Commissioners did not have any additional questions or comments and the report was placed on file.

27. Master Plan Performance Snapshot

Chief Bane submitted the Master Plan Performance Snapshot for the Commissioners review.

The Commissioners did not have any additional questions or comments and the report was placed on file.

28. Communication: Notification of Retirement

Chief Bane submitted a notification of retirement from Equipment Operator Mark Wendt effective May 1, 2014 after 24 years of service.

Chief Bane stated that EO Wendt started his career with the department in 1989 and has held the position of Equipment Operator since 1999. Chief Bane noted that during that time, EO Wendt also worked as "shop man" on his shift for many years.

Commissioner Kempen stated that "on behalf of the Commissioners, we would like to thank EO Wendt for his years of service and wish him the best in his retirement."

The Commissioners did not have any additional questions or comments and the report was placed on file.

29. Request for Approval: Request to hire from Firefighter Eligibility List

Chief Bane submitted a request for approval to the Commissioners to hire four (4) candidates from the recently established firefighter eligibility list.

Chief Bane noted that currently there are three (3) open positions and with the retirement of EO Wendt in May, that is a total of four (4) open positions in the field. Chief Bane noted that if approved, the anticipated start date for the recruits will be April 28, 2014.

A motion was made by Commissioner Nehmer and seconded by Commissioner Heron to approve the request to hire as presented by Chief Bane.

The motion carried by the following votes:

Vote: Aye: 5, Commissioners Kempen, Ahrens, Haass, Heron and Nehmer
No: 0

30. Communication: Ref. WAFD Members involvement in IFSTA – Annual Validation Conference

Chief Bane recognized Assistant Chief Martin King and retired Captain, Randy Klaybor for their work and participation with IFSTA (International Fire Service Training Association). Chief Bane noted that AC King serves on the Fire Inspection and Code Enforcement 8th Edition committee and ret. Ct. Klaybor is on the pumping Apparatus Driver Operator Handbook 3rd Edition committee. Chief Bane noted that these committees develop the text books that are used to train our firefighters.

The Commissioners congratulated AC King and ret. Ct. Klaybor on their accomplishments.

The Commissioners did not have any additional questions or comments and the report was placed on file.

F. POLICE AND FIRE COMMISSION

31. Discussion: Nepotism Policy

Commissioner Kempen asked that all Commissioners, Chief Bane and Chief Padgett review the draft Nepotism Policy included in the February packets. He stated that the timeframe to flesh out a mutually agreed upon policy is approximately 2-3 months. Commissioner Kempen noted that the goals are to protect the traditions of families joining both the fire and police departments, protect the city from potential issues and to protect all employees overall in the police and fire divisions. Commissioner Kempen requested that any and all questions, concerns, ideas, etc., regarding this policy be forwarded to directly to all Commissioners for their review, consideration and discussion so that a fair and true policy of this nature can be created.

Commissioner Nehmer noted and requested that the term “direct influence” be defined in a manner to ensure all understand the clear directive of this term.

G. CLOSED SESSION

No Closed Session Business

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.