



# City of West Allis

## Meeting Minutes

### Police and Fire Commission

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Thursday, September 16, 2021

6:00 PM

West Allis Police Department  
11301 W. Lincoln Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

Commissioner Kopplin called the meeting to order at 6:00 pm

#### B. ROLL CALL

Present: Commissioners Mark Manthei, Leverett Baldwin and Kurt Kopplin

Excused: Commissioners Amy Heron and Danielle Romain

Also Present: Deputy Chief Kyle Novak, Deputy Chief Armando Suarez Del Real, Lieutenant Jesse Schwark - Fire Department; Deputy Chief Robert Fletcher, Deputy Chief Chris Marks - Police Department; CAO Rebecca Grill - City of West Allis; Bridget Morawetz, Recording Secretary

#### C. APPROVAL OF MINUTES

Approval of the August 19, 2021 Regular Meeting Minutes

A motion was made by Commissioner Baldwin and seconded by Commissioner Manthei to approve the August 19, 2021 Regular Meeting Minutes as presented.

The motion carried by the following votes:

Aye: 3, Commissioners Manthei, Baldwin and Kopplin

Nay: 0

**D. FIRE DEPARTMENT**

## 1. Operations Division Report

Deputy Chief Kyle Novak stated that the month of August was very busy. He stated that in addition to attending State Fair for the 11-day run, the City experienced severe storms that resulted in dangerous conditions for citizens that needed the department's immediate attention.

DC Novak reviewed the garage fire included in the Operations report. DC Novak stated that the homeowner was not home at the time of the fire and that a neighbor was attempting to put out the fire with a garden hose. DC Novak stated that the fire was determined to be accidental in nature.

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

## 2. EMS Bureau Report

DC Novak stated that 1000 EMS calls were handled during the month of August. He noted that 271 of them were State Fair related incidents due to the extreme heat and other weather conditions throughout the fair's 11-day run.

DC Novak also reviewed briefly the two highlighted calls included in this report.

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

## 3. EMS Revenue Report

DC Novak presented the revenue reports for EMS and crash billing.

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

## 4. QPR Performance Report

DC Novak submitted the QPR performance report for August stating that the dispatch center continues to make improvements to reach their goal of accreditation.

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

## 5. Training Bureau Report

DC Novak stated that the training exercises were limited in August due to State Fair preparation and responsibilities, but that limited virtual learning on various topics were presented at the end of the month.

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

6. Community Risk Reduction/Support Services Division Report

Deputy Chief Armando Suarez Del Real discussed the PulsePoint numbers and noted that discussion continues with the company to better understand how they are working with and reporting the data received from users.

He also stated that during State Fair, the department offered daily hands only CPR training and had partnered with various community partners to help staff the training area and assist with instruction.

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

7. Fire Prevention Bureau Report

DC Suarez Del Real stated that the bureau is working on final inspections as year-end is quickly approaching.

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

8. Mobile Integrated Healthcare (MIH) Bureau Report

Deputy Chief Suarez Del Real stated that since 2020, the MIH bureau has been a training location and distributor of Narcan as part the Narcan Direct Program through the Wisconsin Department of Health Services. He stated that since 2020, the MIH team has distributed 178 doses of nasal Narcan to members of the community over the age of 18.

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

9. Fire Department Financial Report

DC Novak noted that currently the 2020 budget is in line with spending expectations to date.

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

10. Master Plan Performance Snapshot

DC Novak did not highlight anything in this report and the Commissioners had no additional question or comments. The report was placed on file.

**E. POLICE DEPARTMENT**

11. Request for approval: Captain of Police promotional process

A motion was made by Commissioner Kopplin and seconded by Commissioner Baldwin to approval the promotional process recruitment for Captain of Police.

The motion carried by the following votes:

Aye: 3, Commissioners Manthei, Baldwin and Kopplin  
Nay: 0

12. Request for approval: Lieutenant of Police promotional process

A motion was made by Commissioner Kopplin and seconded by Commissioner Manthei to approval the promotional process recruitment for Lieutenant of Police.

The motion carried by the following votes:

Aye: 3, Commissioners Manthei, Baldwin and Kopplin  
Nay: 0

13. Request for approval: Police Officer recruitment process

A motion was made by Commissioner Kopplin and seconded by Commissioner Baldwin to approval a recruitment process for Police Officer.

The motion carried by the following votes:

Aye: 3, Commissioners Manthei, Baldwin and Kopplin  
Nay: 0

14. Communication: Police Officer candidate October interview dates with PFC board

DC Fletcher stated that the department plans on conducting police officer interviews with the PFC the second week of October. He noted that he will be in contact with recording secretary Bridget Morawetz to send out a doodle poll to the Commissioners for best days during the time frame suggested.

15. Police Department Financial Report

DC Marks noted that currently the 2020 budget is in line with spending expectations to date.

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

16. Monthly Performance Report

Deputy Chief Chris Marks reviewed information contained in the monthly performance report to include:

- Current sworn staff numbers;
- Brief discussion on assaults on police officers;

- Engagement with the community thru park and walk initiative.

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

#### 17. Patrol Activity Report

DC Marks stated the department received a thank you for the services rendered by Officers Adam Niemuth, Reid Seghers and Justin Schrandt. The letter stated that a welfare check request on a caregiver's elderly patient was promptly acted upon and the Officers were helpful and kind to both the caregiver and patient during this stressful incident.

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

#### 18. Communications Activity Report

DC Marks did not highlight any information included in the report and there were no additional questions or comments from the Commissioners. The report was placed on file.

#### 19. Community Services Bureau Report

DC Marks stated that Corporal and Community Liaison Officer Rod Nelson, will retire from the department in December of 2021. He noted that Office Nelson is well-known within West Allis and has been instrumental in fostering community relations with residents and alderpersons as well as local schools as a school liaison officer.

#### 20. Criminal Investigations Unit Activity Report

DC Marks stated that WAPD sent investigators to three M.A.I.T (Milwaukee Area Investigative Team) during the month of August and noted that the department had been assigned as the lead investigative team for a fourth incident that occurred in early September. DC Marks briefly went thru each of the incidents noted on the report.

Lastly, he made a brief statement regarding the death of a six-year old boy living in West Allis. He stated that investigation into this incident has just begun and there is no other information available to share.

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

#### 21. Tavern Violation Report

DC Marks did not highlight anything included in the report and the Commissioners had no additional questions or comments. The report was placed on file.

#### 22. Training Report

DC Marks did not highlight anything included in the report other to note that all current probationary Officers continue to perform at a satisfactory level.

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

**F. POLICE AND FIRE COMMISSION**

23. PFC Financial Report

The PFC financial report was presented and placed on file.

24. Communication: 2022 City Budget Presentation

CAO Rebecca Grill presented to the Commissioners the 2022 proposed city budget and spoke to the financial challenges the city will face in the next year.

**G. ADJOURNMENT**

There being no further business, on a motion made and seconded, the meeting adjourned at 7:43 pm



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

**NON-DISCRIMINATION 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.

**AMERICANS 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.