



City of West Allis

Meeting Minutes

Police and Fire Commission

Thursday, July 18, 2024

6:00 PM

West Allis Police Department
11301 W. Lincoln Ave.

REGULAR MEETING AND CLOSED SESSION

A. CALL TO ORDER

Commissioner Manthei called the meeting to order at 6:02 pm

B. ROLL CALL

Present: Commissioners Mark Manthei, Michelle Sutinen, Kimberly Cosby and Sajar Tolani

Absent: Commissioner Danielle Romain

Also present: Fire Chief Mason Pooler, Firefighter Quinn Dombrowski - Fire Department; Police Chief Pat Mitchell, 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 June 20, 2024 Regular and Closed Session Meeting Minutes, the July 2, 2024 Notice of Special Virtual Meeting Minutes as well as the July 10, 2024 Special and Closed Session Meeting Minutes.

A motion was made by Commissioner Sutinen and seconded by Commissioner Tolani to approve all the minutes as presented.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani
Nay: 0

D. FIRE DEPARTMENT

1. Operations Division Report

Chief Pooler stated that the fire at Braun's Powerhouse was extensive and the property damage resulted in a high revenue loss. Chief Pooler also reviewed the benchmarks that were included in this report.

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

2. Bureau of Training and EMS

Chief Pooler noted that in the month of June, the dispatch center experienced a non-compliant percentage of 9% which has been the highest non-compliant percentage since the beginning of the year. Chief Pooler stated that the Communications Manager, Doreen Blattner, will follow up with the dispatchers to review training and other corrective actions as necessary.

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

3. Revenue Tracking Report(s)

Chief Pooler stated that the department continues to work with the EMS billing agency to sort out the report glitches that are preventing the agency from reporting EMS billing revenue results. He noted that the MVA billing company is a separate entity and is not reliant on the department's data collection infrastructure and is able to provide MVA/Crash billing revenue on a monthly basis.

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

4. QPR Performance Report

Chief Pooler did not speak to anything contained in the report and it was placed on file.

5. Community Risk Reduction/Support Services Division Report

Chief Pooler stated that at a recent Rotary meeting, Ct. LaDousa presented on the department's MIH program as well as the PulsePoint application. He stated that Ct. LaDousa explained to the attending Rotarians the connection between the PulsePoint app and hands on CPR knowledge.

Additional conversation ensued between the Commissioners and Chief Pooler on other ways to make the public aware of the

PulsePoint app as well as discussion about CPR classes and instruction.

Commissioners asked if the Narcan dispensers has been effective and helpful relative to overdose events. Chief Pooler stated that he believes the access to Narcan has been helpful and has reduced the number of 911 calls for these events somewhat, but the downside is that these patients are not seen directly by the department and cannot be offered recovery services and help.

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

6. Bureau of Fire Prevention and Mobile Integrated Healthcare (MIH Report)

Chief Pooler stated that the Fire Prevention Bureau continues to be on task to complete required inspections on a timely basis. He noted that the bureau is also preparing for the upcoming 2024 State Fair inspections.

Chief Pooler stated that there are two more CO/Smoke Detector installations events planned before the end of the year and that the next one is scheduled to take place in late September.

Chief Pooler stated that the bureau is also working to establish a program with approximately 600 low-rental units within the city to ensure these properties have working CO and smoke detectors. Discussion ensued and Commissioners asked for clarification if these properties also included Section 8 or were strictly low-income properties.

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

7. Fire Department Financial Report

Chief Pooler stated that the budget numbers are as expected at this point in the year. He noted that the overtime budget line may see some changes due to State Fair commitments and end of year comp time payouts.

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

8. Master Plan Performance Snapshot

Chief Pooler did not speak to anything contained in the report and it was placed on file.

9. Request for approval: MOU with the University of Indiana/PulsePoint

Chief Pooler presented an opportunity to partner with the University of Indiana and their efforts to utilize the PulsePoint app to push out informational notifications about the use of Narcan. He stated that this is a no-cost opportunity for the city or fire department and will be handled completely by the University.

A motion was made by Commissioner Sutinen and seconded by Commissioner Cosby to approve this request as presented by Chief Pooler.

The motion carried by the following vote:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani
Nay: 0

10. Request for approval: 2025 Operating and Capital Budget Request(s)

Chief Pooler presented his 2025 Operating and Capital Budget Requests to the Commissioners and after discussion, a motion was made by Commissioner Tolani and seconded by Commissioner Sutinen to table this agenda item until the August meeting to allow Commissioner's additional time to review these requests.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani
Nay: 0

11. Communication: Retirement of Firefighter

Chief Pooler presented a Department Order notifying the Commissioners of the retirement of Firefighter Brad Curtis. Chief Pooler stated that Brad was a 31-year veteran of the department and he will be missed.

E. POLICE DEPARTMENT

12. Request for approval: Completion of probationary period for Patrol Officers Riestra and Schenk

After reviewing the final training evaluations for Officer Alek Riestra and Officer Joshua Schenk, Chief Mitchell requested the approval for both to be assigned permanent status with the WAPD.

A motion was made by Commissioner Tolani and seconded by Commissioner Cosby to approve this request as presented by Chief Mitchell.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani
Nay: 0

13. Request for approval: 2025 Operating and Capital Budget Request(s)

Chief Mitchell presented his 2025 Operating and Capital Budget Requests to the Commissioners and after discussion, a motion was made by Commissioner Sutinen and seconded by Commissioner Tolani to table this agenda item until the August meeting to allow Commissioner's additional time to review these requests.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani
Nay: 0

14. Request for approval: Initiation of Police Officer hiring process beginning in August

Chief Mitchell stated in anticipation of upcoming retirements by year end, the department would like to begin another recruitment process. He stated that the department has taken a different direction in hiring, noting that they bring the new hires on board prior to starting their academy training to help keep them interested in the department and to help them accumulate to their surroundings.

Chief Mitchell stated that interviews with the board are expected to take place the week of September 9th and asked the recording secretary to send out a doodle poll asking for availability during that timeframe.

A motion was made by Commissioner Sutinen and seconded by Commissioner Cosby to approve this request as presented by Chief Mitchell.

The motion carried by the following vote:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani

Nay: 0

15. Request for approval: Initiation of Lieutenant's Promotional Process

A motion was made by Commissioner Tolani and seconded by Commissioner Sutinen to approve this request as presented by Chief Mitchell.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani

Nay: 0

16. Request for approval: Initiation of Captain's Promotional Process

A motion was made by Commissioner Tolani and seconded by Commissioner Sutinen to approve this request as presented by Chief Mitchell.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani

Nay: 0

17. Request for approval: Initiation of Detective Promotion Process

A motion was made by Commissioner Tolani and seconded by Commissioner Sutinen to approve this request as presented by Chief Mitchell.

The motion carried by the following votes:

Aye: 4, Commissioners Manthei, Sutinen, Cosby and Tolani

Nay: 0

18. Police Department Financial Report

Chief Mitchell stated that the most recent contract arbitration resulted in an agreement between the Union and City that police employees must declare how they would like to take their earned overtime. He stated that the employee can choose to have it paid out immediately or hold it and use as time-off hours. Chief Mitchell noted that knowing these options upfront will help to manage the overtime budget more effectively.

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

19. Monthly Performance Report

Chief Mitchell stated that the department worked with the city's communication department to create PSAs regarding the use and dangers of illegal fireworks within the city. He also stated that PSAs with the VA and MADACC were shared on social media to help reduce the traumatizing effects fireworks can have on veterans suffering from PTSD as well as creating animal stress.

Chief Mitchell stated that at the request of Commissioners, a more descriptive graph was created to further breakdown the OWI enforcement initiative.

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

20. Patrol Activity Report

Chief Mitchell reviewed an incident included in this report that again showed the usefulness and effectiveness of the flock cameras situated around the city. He stated that New Berlin Police were involved in a pursuit which was tracked into West Allis by the flock cameras. He stated that the pursuit ended after the car was impaired using stop sticks and the driver was arrested after a quick altercation.

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

21. Communications Activity Report

Chief Mitchell did not speak to anything included in the report and the Commissioners had no additional questions or comments.

The report was placed on file.

22. Community Services Bureau Report

Chief Mitchell did not speak to anything included in the report and the Commissioners had no additional questions or comments.

The report was placed on file.

23. Criminal Investigation Unit Activity Report

Chief Mitchell stated that WAPD had been assigned as the lead investigating agency relative to an incident that occurred on June 20, 2024 in Milwaukee. He stated that incident involved a day long crime spree to include two carjackings and an attempted robbery. He noted that a pursuit ensued after the suspect's stolen vehicle

was located and ended with two of the individuals being shot and gravely wounded.

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

24. Tavern Violation Report

A brief discussion ensued between Commissioner Tolani, Chief Mitchell and CAO Rebecca Grill regarding the recent issues and status of The Thirsty Cactus.

The report was then placed on file.

25. Training Report

Chief Mitchell did not speak to anything included in the report and the Commissioners had no additional questions or comments.

The report was placed on file.

F. POLICE AND FIRE COMMISSION

26. PFC Financial Report

After review, this report was placed on file.

27. Discussion: Fire and Police department agenda reports

Discussion ensued between the Commissioners and both Chiefs regarding the currently presented department reports.

Commissioners understood the importance of the information presented but were interested in the possibility of the information condensed to a quick overview for easier review.

Commissioners suggested that perhaps the Chiefs could put together a one-page summary prior to each report to catch the most important topics included in the report. Commissioners suggested that this may be helpful to focus on the most important information contained in the corresponding reports and to base any questions accordingly.

The Commissioners also expressed concern about the amount of time it was taking the departments to collect and put all this data together on a monthly basis.

Both Chiefs noted that all the information collected and presented is required documentation relative to Accreditation thus, there are programs in place to create the required data documentation easy and quickly.

Commissioners agreed that the request for approvals are the most important documents and should be presented to the Commissioners at the beginning of each department's presentation.

Additional discussion ensued however no final resolution or changes were implemented at this time.

28. Closed Session: Fire Chief performance evaluation for the previous year and goal setting for the upcoming year.

On a motion made and seconded, the Commissioners agreed to table the Fire Chief's performance evaluation until the August 15, 2024 PFC Meeting.

The motion carried unanimously.

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 conduct the Fire Chief's performance evaluation for the previous year and goal setting for the upcoming year and to take such further action as may be necessary and appropriate in these matters.

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

On a motion made by Commissioner Tolani and seconded by Commissioner Cosby, the meeting convened into close session at 7:45 pm.

On a motion made and seconded, the meeting reconvened into open session at 8:34 pm

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:32 pm.



All meetings of the Police and Fire Commission 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.