



# City of West Allis

## Meeting Minutes

### Police and Fire Commission

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Thursday, May 15, 2025

6:00 PM

West Allis Police Department  
11301 W. Lincoln Ave.

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#### REGULAR MEETING AND CLOSED SESSION

#### A. CALL TO ORDER

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

#### B. ROLL CALL

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

Absent: Commissioner Danielle Romain

Also present: Interim Fire Chief Jason Schaak, Deputy Chief Joe Breznik, Firefighter Quinn Dombrowski - Fire Department; Police Chief Pat Mitchell, Deputy Chief Chris Marks, Deputy Chief Bob Fletcher - Police Department; City Attorney, Kail Deck - City of West Allis; Bridget Morawetz, Recording Secretary

#### C. APPROVAL OF MINUTES

Approval of the April 17, Regular and Closed Session Meeting Minutes as well as the April 29, 2025 and April 30, 2025 Special Meeting 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. Communication: Retirement - Ct. Nicholas Palasz

Interim Fire Chief Schaak stated that Ct. Nick Palasz has retired from the department after 26 years of service effective at 0800 hours on May 5, 2025.

The Commissioners thanked him for his service and wished him well.

## 2. Communication: Retirement - Lt. Kevin Brode

I/FC Schaak announced the retirement of Lt. Kevin Brode effective at 0800 hours on May 30, 2025. He stated that Lt. Brode will have 27 years of service with the department at the time of his retirement.

The Commissioners thanked him for his service and wished him well.

## 3. Communication: Promotion to Captain

I/FC Schaak stated that Lt. Pat Schrader will be promoted to the rank of Captain effective at 0800 hours on Saturday, May 17, 2025. He stated that Lt. Schrader was next on the Captain eligibility list that had been approved by PFC at their January 16, 2025 meeting.

## 4. Request for approval: Promotion to Lieutenant

I/FC Schaak requested the approval of Equipment Operator Nicholas Draeger to the rank of Lieutenant. I/FC Schaak stated that EO Draeger was selected from the current Lieutenant's eligibility list.

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

The motion was approved by the following votes:

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

Nay: 0

## 5. Fire and Rescue Report

I/FC Schaak stated that Milwaukee Fire extended an invitation to the department to have two members attend their Cornerstone Course which is an 80-hour leadership development program tailored for Company Officers. He stated that Lt. Gibilian and EO Draeger attended and both stated that it was a worthy and valuable learning experience.

I/FC Schaak stated that the summer JFTA is well underway and our four recruits are in attendance. He stated that this JFTA also recruits from Airport and Oak Creek.

I/FC Schaak also reviewed the two fires included in this report as well as highlighted some of the benchmarks.

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

6. Mobile Integrated Health (MIH) and EMS Report

I/FC Schaak stated that the MIH bureau participated in a recent High School outreach event. He stated that items discussed during this event included distracted driving and establishing healthy personal relationships.

I/FC reviewed the benchmarks as well as the highlighted EMS calls included with this report.

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

7. Department Administration and Communications Report

I/FC Schaak stated that the department's four new recruits have begun their official JFTA training process and all are progressing as can be expected at this point.

I/FC Schaak also stated that MIH Provider/FF Breznik has offered to take over the department's social media presence and communication in an effort to increase followers and add a professional and personal touch to the department's social media posts.

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

8. QPR Performance Report - April

I/FC Schaak did not speak to anything contained in this report and the Commissioners had no additional questions or comments.

9. Fire Department Financial Report

I/FC Schaak did not speak to anything contained in this report and the Commissioners had no additional questions or comments.

**E. POLICE DEPARTMENT**

10. Communication: Police Officer eligibility, lateral and Community Service Officer new officer lists

Chief Mitchell shared the final eligilby lists with the Commissioners.

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

11. Request for approval: 18-month probationary period for Officers Kuenzi and Medina

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

12. Request for approval: 22-month probationary period for Officer Tremmel

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. Police Department Financial Report

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

14. Monthly Performance Report

Chief Mitchell stated that after 10 weeks of instruction, the most recent citizen police academy wrapped up. He noted that 15 people attended the academy and the department plans to continue to offer this opportunity on an annual basis.

Chief Mitchell also made mention about the recent use of a drone to assist with the search for a suspect who had fled a crime scene. He noted that the drone use along with the assistance of the deployed K-9 unit worked efficiently together to locate the hiding suspect.

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

15. Training Bureau Report

Chief Mitchell stated that all current probationary police officers continue to progress thru their required training and all are meeting and/or exceeding expectations.

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

placed on file.

16. Patrol Bureau Report

Chief Mitchell discussed a gaming machine scam that was discovered at a local bar and reported by the owner. Chief Mitchell stated that officers were called to the location for a vehicle accident in front of the bar. He noted that the owner of the bar then informed the officers that he suspected the individuals had attempted to scam his gaming machines. Upon investigation, evidence was found in the cars consistent with the scam and all four individuals were arrested and charged accordingly.

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

17. Criminal Investigations Bureau Report

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

18. Community Services Bureau Report

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

19. Communications Bureau Report

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

20. Tavern Violation Report

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

**F. POLICE AND FIRE COMMISSION**

21. PFC Financial Report

The PFC financial report was presented for review and there were no additional questions or comments.

22. Discussion and approval: Election of PFC Board Members

On a motion made by Commissioner Tolani and seconded by Commissioner Sutinen, Commissioner Manthie accepted the board position of President.

On a motion made by Commissioner Manthie and seconded by Commissioner Sutinen, Commissioner Cosby accepted the board position of Vice President.

On a motion made by Commissioner Cosby and seconded by Commissioner Tolani, Commissioner Sutinen accepted the board position of Secretary.

All motions carried by the following votes:

Aye: 4, Commissioner Manthie, Sutinen, Cosby and Sutinen

Nay: 0

23. Closed Session: Discussion regarding the investigation of charges against a Deputy Fire Chief. This is not an evidentiary hearing and the employee has the right to demand that the meeting be held in open session for discussion.

For agenda item 23, the Police and Fire Commission may convene in closed session pursuant to the provisions of Wis. Stat. 19.85(1)(b) to consider the investigation of charges against a Deputy Fire Chief and to take formal action on said investigation charges.

The Police and Fire Commission may reconvene in open session after completion of the closed session to consider the balance of the agenda.

On a motion made and seconded, the meeting convened into closed session at 7:10 pm

On a motion made and seconded, the meeting reconvened into open session at 8:15 pm

**G. ADJOURNMENT**

There being no further business, on a motion made and seconded, the meeting adjourned at 8:15 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.