



City of West Allis

Meeting Minutes

Police and Fire Commission

Thursday, January 16, 2025

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 6:03 pm

B. ROLL CALL

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

Excused: Commissioner Danielle Romain

Also present: Interim Fire Chief Jason Schaak, Interim Deputy Chief Joe Breznik, Firefighter Quinn Dombrowski - Fire Department; Police Chief Pat Mitchell, Deputy Chief Chris Marks, Deputy Chief Bob Fletcher - Police Department; CAO Rebecca Grill - City of West Allis; Brian Breschlin - private citizen; Recording Secretary, Bridget Morawetz

C. APPROVAL OF MINUTES

Approval of the December 19, 2024 Regular and Closed Session Meeting Minutes as well as the December 26, 2024 Closed Session and Special Meeting Minutes.

On a motion made by Commissioner Tolani and seconded by Commissioner Sutinen, the above meeting minutes were approved as presented.

The motion carried by the following votes:

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

D. FIRE DEPARTMENT

1. Request to consider promotion to Deputy Chief (I/DC Joseph Breznik)

Interim Fire Chief Schaak presented an overview and resume of Interim Deputy Chief Joe Breznik and requested that the Commissioners consider his promotion to Deputy Chief at the February PFC meeting.

After a discussion ensued between the Commissioners and Chief Schaak regarding this request, a motion was made by Commissioner Cosby and seconded by Commissioner Sutinen to approve this request as presented.

The motion carried by the following votes:

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

2. Request for approval: Captain Eligibility List

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

The motion carried by the following votes:

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

3. Communication: Retirement of Firefighter

Chief Schaak shared with the Commissioners that Firefighter Randal Abbrederis retired from the department effective at 0800 hours on January 5th after 25 years of service to the city and the department.

4. Operations Division Report

Chief Schaak reviewed the fatal fire incident that was included in the Operations report. He noted that this was a difficult fire incident given the circumstances but also entrance into the home and other obstructions encountered inside the home made it a challenging effort to get the fire under control effectively.

Chief Schaak also reviewed the mutual aid tables and benchmarks included in this report.

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

5. Bureau of Training and EMS Report

Chief Schaak reviewed one of the highlighted calls included in this report. He stated that crews responded to a roll-over motor vehicle accident that occurred at a very busy intersection within the city. He stated that roll-over extractions present unique challenges as extraction of a trapped patient is dependent on first getting access to the patient through various extraction procedures in a safe but quick fashion. He noted that in this case, the trapped patient was retrieved quickly and transported in a timely manner.

Chief Schaak also spoke briefly to the Rapid Intervention Training (RIT) training that department members participated in in December. He noted that this training includes not only the usual class scenario but also utilizes rescue tools and techniques in a fire suppression type environment.

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

6. QPR Performance Report - December 2024

Chief Schaak did not speak to anything included in the report and the Commissioners had no additional questions or comments. The report was placed on file.

7. Community Risk Reduction/Support Services Division Report

Chief Schaak thanked the Local 342 Charities Committee for another successful pancake breakfast with Santa event that took place in early December. He stated that attendance was one of the highest in years and that a portion of the proceeds will help the WAWM Rec Department with their yearly winter clothing drive.

Chief Schaak also noted that the department participated in the West Allis Holiday Parade which showcased the department's 1930 Pirsch and the new electric F-150 truck.

Chief Schaak also spoke briefly about Pulsepoint and the continuing efforts to combat the effects of Opioid use in and around the city.

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

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

Chief Schaak stated that all required building inspections for 2024 were completed and thanked the fire prevention bureau and fire inspectors for their dedication and commitment to accomplish this task.

Chief Schaak also noted that with the assistance of on-duty, 24-hour crew members, the department was able to install over 300 smoke and CO detectors around the city and achieved the established benchmark for 2024.

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

9. Fire Department Financial Report

Chief Schaak stated that the department will end the year slightly under budget for 2024.

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

E. POLICE DEPARTMENT

10. Police Department Financial Report

Chief Mitchell stated that as he had indicated in prior conversations and as expected, the overtime budget funding was over budget. He noted that this budget line continues to be a yearly static amount and the goal is to stay within budget, however department vacancies and end of year payouts make that a challenging endeavor.

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

11. Monthly Performance Report

Chief Mitchell highlighted and briefly spoke about the following items included in this report:

- Current number of department vacancies;
- Status of the current police officer recruitment process;
- Stated that two long-term employees will retire in February;
- 2024 RITE yearly training exercise.

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

12. Training Bureau Report

Chief Mitchell reviewed the status of current probationary officers with the Commissioners.

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

13. Patrol Bureau Report

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

14. Criminal Investigations Bureau Report

Chief Mitchell briefly discussed the fatal fire incident that occurred in early December 2024. He stated that in addition to the West Allis Police and Fire departments response and investigation, the nature of the fire required that the State Fire Marshall also be involved in this investigation.

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

15. Community Services Bureau Report

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

16. Communications Bureau Report

Chief Mitchell stated that the department continues to work with Baycom to complete the software upgrade to implement the text to 911 technology. He indicated that this project continues to be delayed due to the lack of staffing at Baycom and noted that completion of the upgrade is unknown at this time.

Chief Mitchell stated the dispatch center has submitted the necessary evaluation documentation for accreditation. He noted that dependent on approval of the application, the next step would be to set up an onsite inspection and tour of the center.

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

17. Tavern Violation Report

Chief Mitchell stated that although specific tobacco and alcohol compliance checks did not take place in December, unannounced visits to tavern establishments to check for valid bartending and bar licenses occur over a month's timeframe.

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

F. POLICE AND FIRE COMMISSION

18. PFC Financial Report

It was noted that the PFC budget is over budget due to ongoing personnel investigation.

19. Closed Session: Review and discussion of performance evaluation feedback information relative to the performance evaluation of the Police Chief.

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 review and discuss the performance evaluation feedback information relative to the performance evaluation of the Police Chief.

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 and seconded, the meeting convened into closed session at 7:31 pm

On a motion made and seconded, the meeting reconvened into open session at 8:22 pm

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:23 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.