



City of West Allis

Meeting Minutes

Police and Fire Commission

Thursday, April 17, 2025

6:00 PM

West Allis Fire Department
7332 W. National Ave.

REGULAR AND CLOSED SESSION MEETING

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 Sagar Tolani

Excused: Commissioner Danielle Romain

Also present: Police Chief Pat Mitchell, Deputy Chief Bob Fletcher - Police Department;
Interim Fire Chief Jason Schaak, Deputy Chief Joe Breznik, Firefighter Quinn Dombrowski
- Fire Department; Bridget Morawetz, Recording Secretary

C. APPROVAL OF MINUTES

Approval of the March 20, 2025 Regular and Closed Session Meeting Minutes

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

The motion carried by the following votes:

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

Nay: 0

D. POLICE DEPARTMENT

1. Communications: ACE Accreditation

Chief Mitchell was pleased to share with the Commissioners that the Communications Bureau achieved ACE Accreditation status and became one of only four dispatch agencies within Wisconsin to do so.

The Commissioners asked Chief Mitchell to share their congratulations with the bureau on this accomplishment.

2. Police Department Financial Report

Chief Mitchell stated that many maintenance contracts for the department are due at the beginning of the year and those contracts not negotiated for long-term, static price, such as Axon, will continually increase yearly and push the budget over quickly.

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

3. Monthly Performance Report

Chief Mitchell stated that LT Kempinski and Sgt Manthy attended a master instructor course through Axon on de-escalation, taser certification and virtual reality training. Chief Mitchell stated that as master instructors, they can also conduct train the trainer sessions with other department instructors.

Chief Mitchell reviewed with the Commissioners the fatal traffic incident that occurred in late March on Theo Trecker Way. He stated that none of the three juveniles involved had a driver's license. He noted that the 17-year-old driver was deceased upon WAPD arrival and the two passengers suffered non-life-threatening injuries.

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

4. Training Bureau Report

Chief Mitchell stated that on March 24th, the department onboarded 10 new police officers. He stated that this was the largest police officer class since 2012 which consisted of 12 new members.

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

5. Patrol Bureau Report

Chief Mitchell highlighted two incidents contained in this report.

He stated that after notification from MPD that a reckless driver had entered West Allis city limits from Milwaukee, Officers located and conducted a PIT maneuver on the vehicle and brought the pursuit to a close. He noted that two suspects were taken into custody and turned over to MPD for processing.

Additionally, he spoke briefly about a shooting that occurred in the vicinity of a local bar located on 74th Street. The victim was shot by an unknown assailant who was arrested via a tip from a driver arrested for DWI a few weeks after the shooting incident.

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

6. Criminal Investigations Bureau Report

Chief Mitchell stated that Det. Caleb Porter has been assigned to the Milwaukee Area Violent Crimes Taskforce and has had the opportunity to work with the FBI on high profile robbery cases that occur in the City of Milwaukee.

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

7. Community Services Bureau Report

Chief Mitchell stated that Community Liaison Officer, Cpl. Poklasny was recognized as employee of the year recently. He noted that Cpl. Poklasny is very well-liked within the community, and among other accomplishments, was instrumental in re-introducing the DARE program back into the West Allis school district.

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

8. Communications Bureau Report

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

9. Tavern Violation Report

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

E. FIRE DEPARTMENT**10. Request for approval: Placement on permanent WAFD roster**

I/Fire Chief Schaak reviewed the final training reports for Probationary Firefighters Jenkins, Kempen, Pagel, Plagens and Schneider and requested approval for all to be placed on the permanent WAFD roster.

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

11. Request for approval: Recruitment and Hiring Process Modifications

I/FC Schaak stated that Chief Case from Wauwatosa Fire Department requested another joint firefighter recruitment process to be conducted at the end of May for a fall class. I/FC Chief stated that Wauwatosa is requesting to remove preference points for additional certificates outside of the minimum certification requirements of Firefighter 1 and basic EMT license.

Commissioners asked if this change would be permanent and Chief Schaak stated that changes can be made specifically for each recruitment process if needed and/or necessary.

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

12. Fire and Rescue Report

Interim Fire Chief Schaak shared with the Commissioners the efforts of FF Humberto Hernandez for his recent presentation to a Spanish-speaking church located in West Allis. He stated that FF Hernandez was able to provide valuable information regarding fire prevention in the home and engaged in an informative question and answer session afterwards.

Chief Schaak stated that Rapid Intervention Team (RIT) training was the focus in March. He stated that this training provides training to prepare firefighters to protect themselves in case of a MAYDAY scenario or assist in rescue tactics of a downed firefighter.

Lastly, Chief Schaak reviewed the three fire incidents that took place during the month of March. He noted that all three calls were brought under control within 10 minutes of arrival and no injuries were incurred.

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

13. Mobile Integrated Health (MIH) and EMS Report

Chief Schaak noted that Interim AC Suarez Del Real spoke at the Atrium Health Mobile Integrated Health and Community Summit that was held in mid-March. He noted that I/AC Suarez Del Real spoke to the department's successful fall risk program and how to implement such a program in other communities.

Chief Schaak congratulated the Dispatch Center on their recent accreditation achievement and noted that reaching this goal will allow expansion of the EMD services to include a nurse triage line to further streamline calls that come through the dispatch center.

Chief Schak then reviewed the highlighted calls contained in this report.

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

14. Department Administration and Communications Report

Chief Schaak stated that all fire personnel are required to participate in an annual fit testing for SCBA masks and N95 respirators to ensure both properly seal to a person's face so harmful particles or gases cannot leak into the mask during use. He noted this leakage can occur if someone gets a new mask or gains or loses weight.

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

15. QPR Performance Report

I/FC Schaak did not speak to anything contained in this report and it was placed on file.

16. Fire Department Financial Report

I/FC Schaak did not speak to anything contained in this report and it was placed on file.

F. POLICE AND FIRE COMMISSION

17. PFC Financial Report

This report was presented and placed on file.

18. Closed session: Discussion and review of questions and score sheets as it relates to the Board of Police and Fire Commission interviews of selected recruit candidates for the police and fire departments.

19. Request for approval: Revised PFC interview questions and scoring sheets for the fire and police departments

A motion was made by Commissioner Tolani and seconded by Commissioner Cosby to approve the revised PFC interview questions and scoring sheets for the fire and police departments.

The motion carried by the following votes:

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

Nay: 0

For agenda #18, the board may convene in closed session pursuant to the provisions of Section 19.85(1)(c) of the Wis. Stats. which permits 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

After a short recess, on a motion made and seconded, the meeting convened into closed session at 7:32 pm.

On a motion made by Commissioner Tolani and seconded by Commissioner Cosby, the meeting reconvened into open session at 7:43 pm.

G. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 7:44 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.