



# City of West Allis

## Meeting Minutes

### Police and Fire Commission

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Thursday, March 15, 2018

6:00 PM

West Allis Police Department  
11301 W. Lincoln Ave.

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#### REGULAR MEETING

#### A. CALL TO ORDER

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

#### B. ROLL CALL

Present: Commissioners Amy Heron, Mark Manthei, Aaron Konkol, Danielle Romain and Kurt Kopplin

Also Present: Fire Chief Mason Pooler - Fire Department; Police Chief Pat Mitchell, Deputy Chief Bob Fletcher, Deputy Chief Chris Botsch - Police Department; Rebecca Grill, CAO - City of West Allis; Bridget Morawetz, Recording Secretary

#### C. APPROVAL OF MINUTES

A motion was made by Commissioner Manthei and seconded by Commissioner Konkol to approve the February 15, 2018 Regular and Closed Session Meeting Minutes.

The motion carried unanimously.

**D. FIRE DEPARTMENT**

## 1. Firefighting Activity Report

Chief Pooler highlighted information contained in Assistant Chief Scharfenberg's report noting that call volume year-to-date is up slightly. Chief Pooler reviewed an extrication call that was part of the report. He stated that the car was pinned under a semi and the crew utilized a new battery powered extrication tool that is very lightweight and mobile, resulting in a fairly quick removal of the pinned victim.

He noted that the call processing times for February were below the benchmark but stated that there were (3) automobile extrications and each incurred high call processing times due to the nature of the accidents.

Commissioner Heron stated that she had had a conversation with Chief Scharfenberg regarding the ongoing call processing initiative and he stated that Ct. Steve Beyer at the Police Department has been instrumental in working with fire personnel regarding the call processing initiative.

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

## 2. Fire Department Financial Report

Chief Pooler stated that utility services seemed high, but noted that finance reduced the budget number for 2018 in that line item.

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

## 3. Training Activity Report

Chief Pooler stated that Deputy Chief Zirolecki has revised his report to reflect the same format as the other Chief's reports. Chief Pooler indicated that the goals included:

- Attendance at critical training exercises;
- Driver/operator training for all personnel;
- Survive Alive; Chief Pooler stated that this might not be reported on regularly as the program is only done yearly in January thru early February;
- Fire prevention/education for all public and parochial grade schools yearly;
- Community-wide fire/safety education programs;
- Quarterly review of FD policies, procedures and operating guidelines.

Chief Pooler stated that the current probationary firefighters progressing in their training as expected. Chief Pooler did state that one is in the process of retraining and additional coaching as he failed to pass his transfer to an intern paramedic process with OEM-EMS.

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

## 4. Fire Prevention Activity Report

Chief Pooler stated that DC Dombrowski is working to revamp his monthly report to mimic the other reports presented. Chief Pooler noted that there have been a number of light duty employees available and they have been instrumental in keeping required fire inspections on track and ahead of schedule.

Chief Pooler also mentioned that, weather pending, a smoke/CO detector installation event is scheduled for Saturday, March 31, 2018.

5. Emergency Medical Services Activity Report

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

6. Emergency Medical Services Revenue Report

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

7. National Q Dispatch Performance Report

Chief Pooler stated that this report continues to provide good feedback and has been helpful to identify areas of improvement.

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

8. Sick, Injured and Light Duty Report - February

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

9. Master Plan Performance Snapshot

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

10. Communication: Notification of Resignation

Chief Pooler stated that FF Caleb Uecker resigned from the department effective March 7th.

Chief Pooler stated that AC Scharfenberg and DC Zirolecki have discussed the possibility of running another recruitment process later this summer with a fall start date. Chief Pooler noted that discussions with North Shore and Wauwatosa still have to take place and no formal decisions have been made.

The Commissioners had no additional questions or comments.

11. Communication: 2017 Fire Department Annual Report

Chief Pooler distributed the 2017 Fire Department Annual Report to the Commissioners.

12. Communication: 2018-2022 Fire Department Strategic Goals

Chief Pooler distributed the 2018-2022 Fire Department Strategic Goals booklet to the Commissioners.

**E. POLICE DEPARTMENT**

## 13. Request for Purchase Approval: Squad Computers

DC Fletcher requested approval for the purchase of five (5) Getac squad computers. DC Fletcher stated that this purchase will be funded via 2016 and 2017 Justice Assistance Grants.

A motion was made by Commissioner Kopplin and seconded by Commissioner Romain to approve this request and presented by DC Fletcher.

The motion carried by the following votes:

Aye: 5, Commissioners Heron, Manthei, Konkol, Romain and Kopplin

No: 0

## 14. Request for Purchase Approval: SIU Vehicle

DC Fletcher submitted a request for approval for the purchase of (3) vehicles for the department's SIU fleet for a sum not to exceed \$55,000.00. DC Fletcher stated that if approved, this funding would come from the State Asset Forfeiture account.

A motion was made by Commissioner Kopplin and seconded by Commissioner Konkol to approve this purchase as presented by DC Fletcher.

The motion carried by the following vote:

Aye: 5, Commissioners Heron, Manthei, Konkol, Romain and Kopplin

No: 0

## 15. Police Department Financial Report

DC Fletcher submitted the PD Financial Report.

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

## 16. Monthly Performance Report

DC Fletcher highlighted a few items contained with the Monthly Performance Report.

- February injuries included an Officer who was attacked and bit by a dog. DC Fletcher stated that the officer is still out due to complications he is experiencing from the wound;
- Hiring for civilian Communications Unit continues to move forward and the department recently hired a 5th Communications Supervisor;

Commissioner Heron questioned the 500% increase of Aggravated Assault noted in the report and DC Fletcher stated that unfortunately, this type of assault is hard to control. He stated that most of the issues in this category involve domestic violence cases. He noted that once they are aware of these situations, help can be provided, but not until then.

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

17. Patrol Activity Report

DC Fletcher reviewed an incident that took place at Lane Intermediate School. DC Fletcher stated that Officer Charlie Clark became aware that a student had stolen a set of master keys to the school and other items that provided knowledge of and access to the entire school. He stated that Officer Clark interviewed the student as to his intentions and he conducted a thorough search of the student's house. The case has been turned over to sensitive crimes for additional follow-up.

DC Fletcher reviewed a case of child neglect which resulted in a several hour stand-off with the female suspect. DC Fletcher stated that after negotiations failed, the WAPD SWAT team entered the house and the suspect was taken into custody. DC Fletcher stated that the case has been turned over to the Milwaukee DA's office and the suspect has been charged appropriately.

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

18. Communications Activity Report

DC Fletcher submitted the Communications Activity Report.

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

19. Community Services Bureau Report

DC Fletcher stated that a meeting was conducted with the 26th school district to review safety protocols, etc., and to ensure the district is being proactive as it relates to school safety issues.

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

20. Criminal Investigations Unit Activity Report

DC Fletcher briefly reviewed the three (3) weapons discharge incidents contained within the report. He stated that in all three cases, suspects were identified and arrests have been made in all incidents. He also noted that appropriate charges have been filed except for the juvenile male suspect as he has been referred to Children's Court.

DC Fletcher stated that an 18-year old female confessed and was arrested for a bomb threat at West Allis Central High School. He stated that the suspect was been referred to the Milwaukee County DA's office for appropriate charges.

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

## 21. Tavern Violation Report

DC Fletcher submitted the Tavern Violation Report.

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

## 22. Training Report

DC Fletcher stated that the department's training facility project has been brought back to life. He stated that after a meeting with Interim Director of Public Works, Dave Wepking recently, and the review of resources and additional staffing that has occurred at DPW, it was proposed that the DPW staff will be able to build the training facility. DC Fletcher indicated that they are hopeful to begin the process within the next few weeks, weather pending. DC Fletcher stated that DPW is projecting 4-6 months to complete the project, which is more than workable as the approval for this facility was obtained in December of 2013.

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

## 23. Overtime Comparison Report

DC Fletcher stated that the recent weapon discharge incidents took a lot of resources as related to investigations, interviewing, etc., which would account for the increased OT number.

Commissioners asked what Sally Porting referred too, and DC Fletcher explained that this is a secure and controlled entryway to transport prisoners from a squad car into the jail area.

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

## 24. Sick, Injured and Light Duty Report - February

DC Fletcher submitted the Sick, Injured and LD Report for February.

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

**F. POLICE AND FIRE COMMISSION**

## 25. PFC Financial Report

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

**G. CLOSED SESSION**

No closed session business

## **H. ADJOURNMENT**

There being no further business, on a motion made and seconded, the meeting adjourned at 7:10 pm.