



# City of West Allis

## Meeting Minutes

### Police and Fire Commission

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Thursday, January 16, 2020

6:00 PM

West Allis Police Department  
11301 W. Lincoln Ave.

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#### CLOSED SESSION AND REGULAR MEETING

#### A. CALL TO ORDER

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

#### B. ROLL CALL

Present: Commissioners Amy Heron, Kimberly Cosby, Danielle Romain and Kurt Kopplin

Excused: Commissioner Mark Manthei

Also Present: Fire Chief Mason Pooler, Deputy Chief Chris Ziolecki - Fire Department;  
Police Chief Pat Mitchell, Deputy Chief Robert Fletcher - Police Department; Bridget Morawetz, Recording Secretary

#### C. POLICE AND FIRE COMMISSION

1. Closed Session: Firefighter candidate interviews

**D. CLOSED SESSION**

*PLEASE TAKE NOTICE that the Board of Police and Fire Commissioners of the City of West Allis will meet on Thursday, January 16, 2020 at 6:00 pm at 11301 W. Lincoln Avenue, West Allis Wisconsin, 53227 in open session to consider and vote on a motion to convene into closed session at said time and place to interview candidates for the position of Firefighter and to take such further action as may be necessary and appropriate in this matter.*

*A closed session for the above purpose is authorized 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 Commissioners will reconvene in open session at said time and place to consider any other matters on the agenda.*

*On a motion was made by Commissioner Heron and seconded by Commissioner Romain, the meeting convened into closed session at 6:01 pm.*

*Two (2) firefighter candidates were interviewed*

*On a motion made and seconded, the meeting reconvened into open session at 7:10 pm*

**E. APPROVAL OF MINUTES**

On a motion made and seconded, the December 19, 2019 Regular Meeting Minutes were approved as presented.

The motion carried by the following votes:

Aye: 4, Commissioners Heron, Cosby, Romain and Kopplin

No: 0

**F. FIRE DEPARTMENT****2. Operations Division Report**

Chief Pooler noted that the new BLS contract with State Fair increased the total number of runs year-to-date; he noted that mutual aid calls were included in the final total as well. Chief Pooler indicated that overall, calls for 2019 were comparable to 2018 if not a slight reduction due to the MIH program efforts.

Chief Pooler reviewed the fire narrative included in AC Scharfenberg's report. He stated that the fire had originally been dispatched as a trash fire however, upon arrival, it was apparent that it much more as the house was almost completely engulfed. Chief Pooler noted that this was a dangerous fire as there were power lines down and a number of propane tanks on the property. He stated that investigation and a confession confirmed this was an arson incident.

Chief Pooler then reviewed the performance benchmarks as necessary included in the Operations report.

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

**3. EMS Bureau Report**

Chief Pooler noted that Ct. Kyle Novak has been assigned the position of EMS Captain, replacing Ct. Tim Kersten who moved back to 24 hour duty.

Chief Pooler reviewed a cardiac arrest incident that was included in Ct. Novak's report. He stated that aggressive treatment in the field, to include immediate recognition of a heart attack, use of the LUCUS mechanical compression device and pre-notification to the hospital of the patient's serious condition resulted in positive survival conditions for the patient.

Chief Pooler reviewed the necessary benchmarks included in Ct. Novak's report.

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

**4. EMS Revenue Report**

Chief Pooler submitted the end of year EMS revenue report. He noted that EMS revenue for 2019 was above projected totals, noting that over \$1.6 million in EMS revenue had been collected.

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

**5. National Q Dispatch Performance Report - Monthly**

Chief Pooler did not highlight anything included in this report and the Commissioners had no additional questions or comments.

The report was placed on file accordingly.

6. National Q Dispatch Performance Report - Quarterly

Chief Pooler did not highlight anything included in this report and the Commissioners had no additional questions or comments.

The report was placed on file accordingly.

7. Training Bureau Report

Chief Pooler stated that the eight probationary firefighters continue to progress in their training satisfactorily and all passed their nine month test with no issues. They were also tested on the CPAT course and two firefighting tactics and performed well.

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

8. Community Risk Reduction/Support Services Division Report

Chief Pooler brought attention to performance measure goal 5a: Install smoke and CO detectors in at least 225 homes (annually). Chief Pooler stated that the bureau exceeded this goal and year-to-date total was 248 smoke and CO detectors installed.

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

9. Request for approval: MOU between WAFD and Community Medical Services

Chief Pooler introduced a Memorandum of Understanding (MOU) document between the Fire Department and Community Medical Services (CMS) facility located in West Allis. Chief Pooler noted that this is part of the continuing effort to engage and work with those individuals struggling with drug addiction. A brief discussion ensued amongst Chief Pooler and the Commissioners regarding the expectations, services, available resources and commitment requirements relative to personnel at the Fire Department. Chief Pooler noted that this partnership is a first step for many to overcome drug addiction by utilizing the services CMS is able to provide.

On a motion made and seconded, the Commissioner approved the MOU between the Fire Department and Community Medical Services.

The motion carried by the following votes:

Aye: 4, Commissioners Heron, Cosby, Romain and Kopplin

No: 0

10. Fire Prevention Bureau Report

Chief Pooler stated that all fire inspections were performed and completed on

a timely basis for 2019.

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

11. Mobile Integrated Healthcare (MIH) Bureau Report

Chief Pooler stated the MIH Bureau responded to 926 emergency responses during 2019 as well as took in 344 referrals that were initiated by crew members alone. The Commissioners inquired as to the staffing level of the MIH bureau and Chief Pooler stated that the MIH bureau is staffed 24/7, 365 days a year and works out of Fire Station 61.

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

12. Fire Department Financial Report

Chief Pooler shared with the Commissioners overall budget constraints as well as issues and surprises that adversely affected the overtime budget for 2019. Chief Pooler stated that the financial report presented however only shows expenses and does not take into account revenue generated by the department such as crash billing or CPAT payments.

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

13. Master Plan Performance Snapshot

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

14. Request for approval: Agreement between WAFD and MCEOM as approved AHA training site

A motion was made by Commissioner Romain and seconded by Commissioner Heron to approve this agreement as presented by Chief Pooler.

The motion carried by the following votes:

Aye: 4, Commissioners Heron, Cosby, Romain and Kopplin

No: 0

**G. POLICE DEPARTMENT**

15. Communication and request for approval: CivicSmart/TIPSS Electronic Parking System

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

The motion carried by the following votes:

Aye: 4, Commissioners Heron, Cosby, Romain and Kopplin

No: 0

16. Police Department Financial Report

Chief Mitchell shared with the Commissioners the overall budget constraints and a major issue that continues to adversely affect the department's overtime budget. Chief Mitchell stated that a detailed reporting of the overtime overage will be presented to the Commissioners and Common Council in the near future. Chief Mitchell did state that discussions with the Police Union have been initiated regarding the payout timeframe of accrued overtime for the future.

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

17. Monthly Performance Report

Chief Mitchell stated that currently the sworn staffing level is 123 members which will increase by one (1) with the transition of a current Community Service Officer to Police Officer in January. Chief Mitchell also noted that Officer Park and Walks conducted in various parts of the city increased 7% in 2019 vs. 2018.

18. Patrol Activity Report

Chief Mitchell briefed the Commissioners on a death investigation relative to the discovery of skeletal remains found in early December of 2019. He stated that the remains have been identified and investigation into the person's background indicated he had been homeless for some time and had been texting family members that he was suicidal.

Chief Mitchell also briefed the Commissioners on a robbery involving a Speedway gas station. He stated that a female suspect fled the store on foot and with the assistance of the Wauwatosa PD and K9 assistance, the female suspect and her boyfriend were tracked to a trailer park and both were arrested and both are facing armed robbery charges.

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

## 19. Communications Activity Report

Chief Mitchell did not highlight anything included within this report and the Commissioners did not have any additional questions or comments.

The report was placed on file accordingly.

## 20. Community Services Bureau Report

Chief Mitchell noted that Neighborhood Specialists Bykowski and Mason were notified and removed 65 instances of graffiti. Chief Mitchell was quick to note that although graffiti is a recurring issue with the city, overall this type of damage is greatly reduced compared to 10 years ago.

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

## 21. Criminal Investigations Unit Activity Report

Chief Mitchell did not highlight anything included within this report and the Commissioners did not have any additional questions or comments.

The report was placed on file accordingly.

## 22. Tavern Violations Report

Chief Mitchell stated that a notice for appearance in front of the License and Health Committee will most likely be issued for the Alibi Tavern following a recent incident and the owner's refusal to come to the bar when requested by Police to provide access to their video surveillance.

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

## 23. Training Report

Chief Mitchell noted that all the probationary Police Officers are progressing as expected and on track to begin their regular shift assignments between January and February 2020. He shared with the Commissioners that probationary Police Officer Candice Gaenslen was part of a team that responded to a family disturbance and in the midst of containing the suspect, she was hit and fell down a flight of stairs. Chief Mitchell stated that she recovered from the fall and quickly re-engaged with the team to assist with subduing the suspect.

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

## H. POLICE AND FIRE COMMISSION

### 24. PFC Financial Report

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

## I. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:25 pm



All meetings of the {bdName} 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.