

DRAFT

POLICE AND FIRE COMMISSION

Date/Time: Tuesday, September 16, 2014 at 8:30 a.m.
Location: Fire Station #3, Bridge Street, Wausau, WI
Members Present: C. Bahr (C), W. Graef, D. Huntimer, T. Paterson
Member Absent: L. Jorstad
Others Present: J. Hardel, M. Hite, J. Kannenberg, T. Kujawa

In accordance with Chapter 19, Wisconsin State Statutes, notice of this meeting was posted at Wausau City Hall and the Public Safety Building, and emailed to the Wausau Daily Herald and City Pages in the proper manner.

Call to Order/Roll Call.

The Police and Fire Commission meeting was called to order at 8:40 a.m. Roll call was taken of present Police and Fire Commission members to include Bahr, Huntimer, and Graef, and Paterson.

Tour Fire Station #3.

A tour of the Fire Station located on Bridge Street was given to the commission members by J. Strouf and P. Moucha. Huntimer asked for the minutes to reflect the appreciation of the fire house employees for taking the time to give the commission a tour and for their hospitality.

Approval of the minutes of 04/22/2014 meeting.

Motion made by Patterson to approve the minutes of the 08/19/2014 meeting. Second by Graef. Motion passes 4-0.

Fire Department Operations.

- Chief Kujawa asked if any questions could be answered regarding the report that was received for Fire department operations during the month of August. No questions were raised.
- Chief Kujawa briefed the commission on her attendance at the Fire Rescue International Conference held in Dallas, TX. Kujawa gave an overview of the sessions she attended at the conference and her take-a-ways. Graef asked how the Wausau Fire Department rates compared to others who attended the conference; Kujawa said that Wausau is a progressive department and feels that it is on the right track.
- An update on the Firefighter/Paramedic recruitment was given. 50 candidates applied for the position; 34 candidates had the required qualifications to participate in the written test (30 attended). 15 candidates have been selected to move forward in the recruitment to the initial interview based on their written test scores and qualifications.
- Chief Kujawa explained the recent training that Hite provided for the employees who will be involved in the recruitment selection process. Hardel offered the assistance of contacting Lori Wyres at NTC regarding their Firefighter/Paramedic training program; Hardel said that Wyres will make any implementations needed to the program to help participants become stronger candidates for the Wausau Fire Department.

Motion made by Huntimer to approve the Fire Department Operations report. Second by Graef. Motion passes 4-0.

Police Department Operations.

- Chief Hardel provided an overview of Police Department activity, including the increase in gang graffiti, internet scams, the armed robbery at Brockmeier Park, and updates on current cases.

- The staffing request for two additional positions, a School Resource Officer and a Community Resource Officer has been approved by the Human Resources Committee and the Public Health & Safety Committee.
- Chief Hardel spoke about the following Public Health & Safety items: VFW tent at fair not monitoring open intoxicants leaving the fenced in area, issues with It's Our Clubhouse that will result in a suspension hearing within the next few weeks, the TNR (trap, neuter, release) program proposed for ferrel cats, and the Pet Fancier Permit that will allow a maximum of 5 animals at a residence (any combination of dogs and cats).
- The Police Department will hold an Emergency Management Tabletop Exercise on September 17th.
- The Police Department Police Officer recruitment had 159 applicants. 98 candidates attended the written test, 75 candidates passed the written test, and 37 candidates have been selected to proceed to the FTO and Command Staff interview in October.
- Chief Hardel informed the commission of the passing of Foster, K9 Officer Landretti's working companion since 2005.

Motion made by Patterson to approve the Police Department Operations report. Second by Graef. Motion passes 4-0.

New Business.

- **Contract Negotiations Overview.** Hite gave an update on Police Department and Fire Department contract negotiations. The proposals for each have been submitted and negotiations will be starting shortly. Hite informed the commission that she does not yet have authority to bargain economic issues because the City is waiting for renewal information on insurance benefits. Graef asked if the insurance cost is for fire and police employees only or all. Hite responded that the insurance is the same for all employees. No motions.
- **Review Liaison Role Draft.** Bahr asked how the Chief's feel about the liaison roles. Kujawa and Hardel said that they are fine with the draft that Hite created, and possibly doing a 6 month probationary period to see how it goes. Huntimer said that he attended a command staff meeting and it was a very good experience, but worried about feeling out of place. Kujawa said the meeting went well and the staff appreciated Huntimer's attendance. Patterson said that he went to the Police Department and talked with some officers and captains and was impressed with how things have changed since he's been on the commission. Discussion occurred regarding the working relationship between the Fire Department and Police Department employees while out in the field. Graef asked if the liaison role micromanages these departments. Bahr indicated that the liaisons are there to support the department and learn operations, not to create any issues. Kuwaja asked that the liaison be an advocate for the department; Hardel agreed that the liaison should be there to gain a higher level of knowledge of the department and staff. Bahr asked that the liaisons listen and ask questions, and "walk softly". No motions.

New Business for Placement on the next Agenda. Hite will share the presentation that she gave to the Fire Department employees on recruitment selection process. The commission would like to see a K9 presentation.

Next Regularly Scheduled Meeting – October 21, 2014 at 8:30 a.m.

Adjourn. Motion made by Patterson to adjourn. Section by Huntimer. Motion passes 4-0.