

## **DRAFT**

### **POLICE AND FIRE COMMISSION**

Date/Time: Tuesday, March 17, 2015 at 8:30 a.m.  
Location: Conference Room, Public Safety Building, 515 Grand Avenue, Wausau  
Members Present: C. Bahr (C), W. Graef, D. Huntimer, T. Patterson  
Member Absent: L. Jorstad  
Others Present: Mayor Tipple, J. Hardel, M. Hite, A. Jacobson, 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. Roll call was taken of present Police and Fire Commission members to include Bahr, Huntimer, Graef, and Patterson.

#### **Approval of the minutes of 02/17/2015 meeting.**

Motion made by Graef to approve the minutes of the 02/17/2015 meeting. Second by Huntimer. Motion passes 4-0.

#### **Closed Session Pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes for the purpose of consideration of candidates for appointment to Lieutenant, MPO, and Lieutenant Inspections.**

Motion made to enter into Closed Session by Patterson. Second by Huntimer. Roll call was taken of present Police and Fire Commission members to include Bahr, Huntimer, Patterson and Graef. Motion passes 4-0.

**Open Session – reconvene meeting into open session.** Motion made to reconvene into open session by Patterson. Second by Graef. Motion passes 4-0. Motion made by Huntimer to approve the candidates for appointment to Lieutenant, MPO. And Lieutenant Inspections. Second by Graef. Motion passes 4-0.

#### **Police and Fire Commission Policy Manual (Hite).**

Hite provided a refresher on policies and procedures outlined in the Police and Fire Commission Policy Manual and the abilities of the chiefs to discipline. According to the Wausau Police & Fire Commission Policies & Procedures Manual Appendix D, League of Municipalities Handbook for Wisconsin Police and Fire Commissioners, chiefs have the authority to issue reprimands for just cause. In the event that they make a decision to issue a disciplinary suspension, a report is filed with the commission. The affected employee has the ability to appeal to the commission, and the commission will then hold a hearing. Hite advised that if the commission wants to change or revise their rules they have the ability and she will work with the commission to do so. However, Hite thinks that they rules that have been set are standard rules consistent with what she has been exposed to. Huntimer asked if the employee would have representation during the commission hearing and if the commission would also have representation; Hite answered affirmatively. Hite will bring a presentation she created on just cause discipline to the commission in the near future.

#### **Fire Department Operations.**

- Fire Department Activity Report. Kujawa asked if there were any questions about the report.
- TEMS. MOU that sunset on 12/31/14. TEMS supports the SWAT team; Hardel said that it is vital to have paramedics on the scene and be able to train with SWAT. The Police Department was able to fund TEMS to continue to work with SWAT (funding consists of covering any

overtime costs and cost for coverage). Hardel was presented with the patch from TEMS in recognition for his support, teamwork, and loyalty.

- Hands Only – Compression Only CPR. An event was hosted at the Grand Theater and hosted approximately 85 people on how to do CPR.
- Departmental Changes. Kujawa did not cover item due to it being discussed earlier in the meeting. Kujawa said that Rentmeester resigned and she will take some time to review department organization before making any decisions for recruiting.
- Apprenticeship Program. Looking at creating a succession program to mentor employees for future promotions. Kujawa hopes to have this in place by the end of the year.
- New Uniform and Grooming SOP. The transition took effect on March 1 and it has been received positively.
- Recruitment Status. At this time the department has 3 openings and will have 4 by the fall. Kujawa would like to hire for all positions at the same time due to the amount of time it takes to put the new recruits through the 3-week academy conducted by staff. Money is available due to open positions.
- RFP for Ambulance Billing. The department has been with LifeQuest for 7 years – a letter has been sent out to dissolve the relationship and the department will look for other vendors. The department can still go back with LifeQuest if they are the best choice.
- EMS Technology. The department doesn't have any EMS software that belongs to the department. At this time it is rented through LifeQuest. The department is looking at software that they can purchase. Purchasing the software will enable the department to collect, gather, and report on any data that is needed. The software they have is very limited in what data is reported.

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

### **Police Department Operations.**

- Police Department Activity Report. Not covered.
- Stabbing Incident Update. Hardel gave an update on the stabbing incident that happened in Wausau. A community forum on social media for parents will be held at Wausau East High School on Thursday at 6:30 p.m.
- Recruitment Update. The department has 3 openings at this time. Twenty people were interviewed in the current recruitment and 4 have been selected to move forward.
- SRO Selection Update. Interviews are taking place at this time.
- SIU Selection Update. Lisa Rennie and Nathan Porath have been selected to serve on SIU.
- Strategic Planning. Crime, Nuisance/Blight, and Economic Growth/Development were selected as issues for Wausau by the community and council a couple of years ago; the City had strategic planning teams working on the three areas, but this was put on hold due to other issues. Hardel has reached out to NTC to start up the planning again and NTC is willing to facilitate all 3 groups to move forward with this.
- Meetings with Representative Dave Heaton & Jerry Petrowski. Hardel asked both Mr. Heaton and Mr. Petrowski to come down to the department to see the facility and meet employees.
- Recruitment Video – Lt. Baeten.
- Hardel talked about laws passed regarding officer involved shootings/incidents. Hardel said the department would like to rely on the Department of Criminal Investigations for any and all incidents; however there have been times when DCI wasn't available. Wausau PD, Marathon County Sheriff's Department, and Everest-Metro have entered into an agreement to provide investigative services for each other's departments if DCI is not available.

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

**New Business for Placement on the next Agenda.**

Bahr said that she will be gone during the next regularly schedule.

**Next Regularly Scheduled Meeting** – April 21, 2015.

**Adjourn.** Motion made by Graef to adjourn. Second by Patterson. Motion passes 4-0.

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