

DRAFT

POLICE AND FIRE COMMISSION

Date/Time: Tuesday, May 19, 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, L. Jorstad, T. Patterson
Member Absent: None
Others Present: J. Hardel, M. Hite, 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, Jorstad, Graef, and Patterson.

Approval of the minutes of 03/17/2015 meeting.

Motion made by Jorstad to approve the minutes of the April 21, 2015 meeting. Second by Huntimer
Motion passes 5-0.

Communication.

The Police Chief asked Commissioner Patterson for clarification concerning items published in a newspaper article written concerning social justice and police forces. Specifically Chief asked for insight into the issues of transparency and training. The Committee discussed and agreed that while racial tensions with Police forces is a topic gaining national attention, that within the City of Wausau Chief Hardel's top priority has been to increase transparency. One example includes the daily report. Another is that the press has his and his command staff's cell phone number. Discussion also ensued concerning the appreciation for Commissioner Patterson's actions in advocating for and conveying facts concerning the Wausau Police Department, with an emphasis placed on bridge building. Outreach to new advocates was suggested and the Committee agreed that Commissioner Patterson and the HR Director should scheduling a meeting with Huntimer, Patterson, the Chief's and a minister who is new to Wausau.

New Business.

(a) Election of New Chair and Vice Chair.

Motion made by Huntimer nominating Tony Patterson for Chair. Second by Graef. Motion passes 5-0. Motion made by Huntimer nominating out-going Chair Bahr for Vice-Chair. Second by Patterson. Motion passes 5-0.

(b) Presentation on Just Cause. HR Director Myla Hite passed out and hand-out and briefed the Committee on the application of Just Cause discipline as outlined in Wisconsin Statutes 62.13 and the Police and Fire Commission Handbook. A brief question and answer discussion followed and the Commissioners expressed appreciation of the material and information.

Fire Department Operations.

- Chief Kujawa briefed the Commission concerning the effectiveness in preventing the spread of 2 fires (Charles Street and 3rd Ave) to nearby structures. She also briefed on the potential for an apartment complex fire that was prevented due to a witness observing smoke and the rapid response to a situation involving an occupant departing and leaving food cooking on a stove. She also briefed on 2 wildfires and 2 calls for mutual aid in the nearby jurisdictions of Mosinee and

the Town of Maine/Brookaw. The Chief also reminded everyone it is Emergency Medical Services (EMS) week which is a celebration established by President Ford in 1973. She emphasized that the staff of the WFD perform exceptional work on a daily basis and she highlighted the exceptional work of Joshua Finke citing his leadership as being a driver behind the WFD receiving the Silver Award from the American Heart Association for diagnosing heart attacks in the field. She stated if the top notch training continues they are on track to get their Gold recognition in two years. Graef and Patterson both commented on the exceptional job Joshua is doing and Huntimer suggested feeding this information to the City Pages.

- Strategic Planning Process is nearing completion. They've finished the SWOT analysis and are moving to the next level, expecting a 1-3 year plan being developed soon. This plan will provide better direction for the Department and the Chief's goal is to provide staff with tools by which they can measure their progress.
- Capital Project Update. WFD has submitted EMS software meeting the June 1 due date for submissions. Chief commented on her disappointment in Dr. Hinz using the WFD as a negative example for a recent Common Council training session. She explained to the Commission that the EMS software will facilitate her priority of leading the Department to outcome measures; without the tools and the availability of information it is difficult to achieve. She also reported that a positive aspect of being used as an example was that the facilitator emphasized to the Common Council the importance of them approving the project. Bahr asked Chief to provide updates in the future. Huntimer praised Chief for her passion.
- Hiring Review. WFD is currently processing 20 recruits with interviews underway. Chief explained the CVTC process has produced recruits that are high caliber. Her goal is to produce an eligibility list that will result in 4 hires.

Motion made by Graef to approve the Fire Department Operations report. Second by Huntimer. Motion passes 5-0.

Police Department Operations.

- Chief provided an update on highly visible investigations underway. He also reported on last week's Flag raising, stating he missed the ceremony for the first time this year as he was attending the Mayor's Department Head retreat.
- With warm weather the WPD is seeing an increase in service calls. With the short staffing shift coverage is extremely tight, although recruitment and selection is currently underway. There are five (5) open positions being filled with three (3) with more to come with the impending retirements for Gault, Kickhaver and Dunbar. Because of the staffing shortage, in addition to the three candidates scheduled for Commission approval today, the Chief may request a special meeting to approve a lateral entry officer hire once processing is completed.
- Chief is pleased to report that three officers received a meritorious award for the Stephanie Low investigation from the Wisconsin Homicide Investigation Association, as follows: Detectives Cord Buckner, Jen Holz and Lt. Bill Kolb.
- SIU Selection – Officers Lisa Rennie and Nathan Porath have been assigned to SIU. These officers were introduced to the Commissioners who wished them well on their assignment.

The department's new engine has arrived and staff is training on it. Kujawa handed out department reports to all commissioners. Huntimer asked how the new staff organization is going. Kujawa said that everyone is working very well together and working well in their new position.

Closed Session

Motion made by Huntimer to move into closed session pursuant to 19.85(1)(c) of the Wisconsin State Statutes for the purpose of consideration of conditional offer candidates for appointment as Police Officers. Second by Jorstad. Passes 5-0. The Commission reconvened into open session. Motion by Huntimer to accept the Police candidates for hire. Second by Jorstad. Motion passes 5-0

New Business for Placement on the Next Agenda.

K9 demonstration

Meeting dates – possible move to Wednesdays instead of Tuesdays.

Next Regularly Scheduled Meeting – Moved from June 16, 2015 to Wednesday, June 10, 2015.

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

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