

## **DRAFT**

### **POLICE AND FIRE COMMISSION**

Date/Time: Tuesday, November 15, 2016 at 8:30 a.m.  
Location: Community Room – Public Safety Building – 515 Grand Avenue, Wausau  
Members Present: W. Graef (C), C. Bahr, D. Huntimer, T. Patterson  
Member Absent: L. Jorstad  
Others Present: Mayor Mielke, J. Hardel, A. Jacobson, T. Kujawa, D. Ryder

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 8:30 a.m. Roll call was taken of present Police and Fire Commission members to include Graef, Bahr, Huntimer, and Patterson.

#### **Approval of the Minutes of the 08/16/16 and 09/20/16 Meetings.**

Motion by Huntimer to approve the Police and Fire Commission meeting minutes from October 18, 2016. Second by Patterson. All ayes. Motion passes 4-0.

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

Activity Report. No questions by those present on the activity report that was provided in the packet. NTC Science and Engineering Festival. Kujawa said that NTC has hosted this event for several years and members of the Wausau Fire Department participated this year, including Habeck and Kopp. Those who participate are asked to create an experiment linked to their profession for kids to view. Brains on Bikes Program. Habeck receives free bike helmets through the Northcentral Regional Trauma Advisory Council. Habeck reached out to elementary schools and other locations to provide free helmets to kids who ride their bikes to school. 218 helmets were given out. Habeck was asked to continue the program in the spring to give out more helmets to those who want them. Proposed Fee Increases. Kujawa went to Council to get approval to raise rates for ambulance service and it was approved. Rates have not changed since 2011. Rates are now similar to surrounding areas. Update on Implementation of New ePCR. Kujawa said they are moving forward with patient side reporting using the electronic patient care reporting system. The contract has been signed and they are on their way to being able to do electronic patient side reporting. This eliminates having to wait to write reports after the fact. This should be implemented January 1<sup>st</sup> of 2017. Chaplaincy Program for the Wausau Fire Department. Kujawa said that the department has not had a designated chaplain in the past, and Ryder agreed to fill the role in an official capacity. Huntimer asked if Ryder will receive compensation for the position; Kujawa said that cost of continued training and conferences related to the position will be covered by the department. Ryder took the Chaplain's Oath and it was signed by the Police and Fire Commission members.

Motion by Huntimer to approve the Fire department operations report. Second by Graef. All ayes. Motion passes 4-0.

#### **Police Department Operations.**

Activity Report. Hardel said the department has had significant drug cases recently with the CRO unit. Deputy Chief's Position Approved by Council. Hardel said the approval for the position has gone through the proper committees and Council; he sent out a notice to the department for those interested. An interview date will be set in a couple weeks, along with Patrol Captain position. Huntimer said that he would like to see the candidates write an essay on what they will be to the position and how they will measure success in the position.

Special PFC Meeting for Selection – Deputy Chief’s Position. Hardel requested an earlier meeting in December to interview candidates for the two positions.

Grant Positions Approved by Council. Council approved the VOCA position, patrol officer position and psychotherapist position for the Police Department.

Recruitment Update. Hardel said that he is really pleased with the number of candidates they are receiving who have watched their recruitment video and want to come to Wausau because of the video.

Holiday Gathering. Hardel asked if everyone was interested in getting together again possibly in January at City Grill.

Motion by Huntimer to approve the Police department operations report. Second by Graef. All ayes. Motion passes 4-0.

**Future Agenda Items.**

No items were mentioned to place on the agenda for next month’s meeting.

**Next Regularly Scheduled Meeting.** The next regularly scheduled meeting is December 20, 2016. It was agreed that the regular meeting will be moved to December 13<sup>th</sup> and include interviews.

**Adjourn.** Motion made by Huntimer to adjourn. Second by Bahr. Motion passes 4-0. Meeting adjourned.