

Police and Fire Commission
Regular Meeting Minutes
April 6, 2021

Attendance: Mike Dalecki, Deborah Rice, Frank King, Vikki Peterson, Jane Peoples, Council Liaison Kathy Kopp, City Manager Adam Ruechel, Fire Chief Ryan Simmons, Police Lieutenant Andrea Droessler, Police Lieutenant Josh Grabandt, Chief of Police Doug McKinley

- The meeting was called to order at 5:00 p.m. by President Dalecki
- The meeting minutes from March 2, 2021 were unanimously approved (motion by Peoples, 2nd by Peterson)
- There were no citizen comments or observations.
- Fire Department Update:

I. Membership Update

- Our volunteer membership remains at 50 and we are still in the process of interviewing and reviewing 2 individuals who have submitted applications to join as volunteers.

II. Reports of Significant Service Calls

- We have had 75 calls to date for the year compared to 54 for the same time in 2020. Calls remain approximately 20 more calls over 2020 volume YTD.

III. Information Updates

- Currently reviewing Fire Department related ordinances as they pertain to the recommendations withing the Fire Department Comprehensive Study. There will be several changes to include additional responsibilities of PFC as it pertains to fire department staff and policies. After reviewing information about the Governance & Oversight of the fire department, myself and city manager Reuchel feel that it is in all parties' best interest to formally create a municipal fire department by city ordinance. I anticipate this will take a couple of years to get ordinances, policies, and processes finalized.
- Continue to attend bi-weekly meetings with City EOC key staff to plan and adapt to the still changing environment and mandates in the response to the COVID-19 pandemic.

IV. Personnel Issues/Concerns/Updates

- We continue to work on recruiting new volunteers and want to remind everyone that if you know of anyone who indicates interest to pass my information along to them so we can arrange to meet with them to discuss volunteering on the fire department.
- Police Department Update:
 - Officers are in the process of creating videos on topics of public interest. Each video will be featured on the PD's FaceBook page for approximately 30 days.
 - Part-time Telecommunicator Jerica Schultz resigned and we are in the process of doing a background check on a potential replacement
 - The Code Enforcement Officer, Rick Hess has resigned. A hiring process will be started soon to find a replacement.
 - Interviews are being conducted to fill several Community Service Officer positions.
 - The interviews for the 2 applicants for Police Lieutenant will be conducted on 5/4/21.

- Upcoming training at the PD includes Basic SWAT, Interviewing, and Evidence Tech
- The PFC went into closed session at 5:14 p.m. per Wisconsin Statute 19.85(1)(c)-Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically the PFC conducted Police Officer new hire interviews. Council Liaison Kopp, City Manager Ruechel, Lieutenant Droessler, Lieutenant Grabandt and Chief McKinley were allowed to remain during the closed session. The decision to go into closed session was made via unanimous vote (motion by Peterson, 2nd by Peoples).
- Interview questions were discussed and selected.
- Interviews were done with the Police Officer applicants
- The PFC came out of closed session at 7:21 p.m.
- By unanimous vote Adam Block and Jack Bumann were named to the Police Officer hiring pool (motion by Rice, 2nd by King).
- The meeting adjourned at 7:22 p.m. (motion by Peoples, 2nd by King).

Please note the PFC meeting took place in the City Hall Common Council Chambers so the interviews could be conducted in person and observe social distancing guidelines.

Respectfully submitted,

Doug McKinley

Chief of Police

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