

Police and Fire Commission
Regular Meeting Minutes
January 4, 2022

Attendance: Deborah Rice, Mike Dalecki, Vikki Peterson, Frank King, Council Liaison Kathy Kopp, City Manager Adam Ruechel, Fire Chief Ryan Simmons, Chief of Police Doug McKinley; Absent Tim Boldt

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

I. Membership Update

- We are currently at 50 volunteers.
 - We have dropped some members from the roster as they have not attended trainings or responded to calls minimally in 2021 and several have not responded to calls and training for the past 2-3 months. We spoke with each member and it was determined that being a volunteer was just not going to work at this time.
 - We did have 8 newer firefighters (6 months or less on department) complete all the hands-on skills required for their Entry-Level Firefighter class. They need to ensure all the classroom work is complete and then they will receive a completion certificate from SWTC that they have passed the Entry-Level Firefighter course. They will then complete a department skills competency test and upon passing will be authorized to participate in all firefighting activities as they will have the minimum training required by the State.

II. Reports of Significant Service Calls

- The fire department responded to 23 incidents in November and 21 incidents in December for a total of 267 calls for 2021. This was 42 more calls which calculates to 18.7% increase in call volume over 2020. We had a total of 225 calls for the entire year in 2019 and 2020.

III. Information Updates

- Chapter 24 Fire Prevention Ordinance – The updated ordinance was approved by the Common Council at the November 9th meeting and will go into effect on January 1, 2022.
- Radio System Update – Racom has ordered some parts to replace cables and antennas that they found faults in. We are hopeful this will give some improvement to the radio system but will not know how much the faulty parts were having in radio reception until they are replaced. This is not a permanent solution to the problems, so we continue to work with the radio vendors and Grant Co. Sheriff to work towards a permanent solution.
- Command Vehicle – We received the old Sergeant squad from the PD to be used as a

command vehicle. It is functional and has been used on several incidents already. We have a command box to install yet which will be received and installed this week which has drawers, a whiteboard, and areas to hold equipment to allow for operational efficiency at incidents. This is a vehicle we have requested for the past 5 years and received authorization and were allowed to carryover some 2020 unspent budget funds to cover the cost to upfit the vehicle with equipment.

IV. Personnel Issues/Concerns/Updates

- Nothing at this time.
- Police Department Update: Jennifer Schmid retired after 37 years with the PD. Jenny was a Telecommunicator for 27 years and she spent the last 10 years as the PD's Administrative Assistant; Officer Jeremy Tyler is progressing well during phase II of FTO training; the PD is conducting a hiring process to fill a full-time Telecommunicator vacancy; in 2022 the PD will be working with other City Staff on a city-wide camera project.
- The Commission went into closed session at 5:13 p.m. per Wis. Stat. 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 (motion by King, 2nd by Peterson). Specifically the Commission was considering the probationary status of a Police Lieutenant.
- The Commission returned to open session at 5:17 p.m.
- A motion passed unanimously stating that Police Lieutenant Josh Grabandt has successfully completed his probationary period (motion by Peterson, 2nd by Rice).
- The meeting adjourned at 5:18 p.m.

Respectfully Submitted,

Doug McKinley
Chief of Police