

**POLICE AND FIRE COMMISSION AGENDA**  
**TUESDAY, MARCH 10, 2015**  
**7:00 PM**  
**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Roll Call

Pledge of Allegiance – President Loppnow

1. Consideration of a motion to approve the Police and Fire Commission Minutes of January 13, 2015
2. Fire Department Update and Monthly Report
3. Police Department Update and Monthly Report
4. Consideration of a motion to adjourn into Closed Session under Wis. Stats. 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation over which the governmental body has jurisdiction or exercises responsibility.

Item: 1) Conduct oral interview(s) for Firefighter Candidate(s)

Following the Closed Session the Police and Fire Commission may either adjourn or reconvene in Open Session if there is any action to be taken other than adjournment. Possible action item: Announcement of candidate(s) for Firefighter

Darlene Igl  
Village Clerk

**VILLAGE OF HARTLAND  
POLICE & FIRE COMMISSION  
MEETING MINUTES  
TUESDAY, January 13, 2015  
7:00 P.M.**

**BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

- 7:02 PM Meeting called to order by Commission President Loppnow
  - Commissioner Redlin read the roll for attendance
    - Present : Commissioners Loppnow, Wojciechowski, Redlin, Rebholz, Riesinger
    - Also in attendance : Police Chief Robert Rosch, Acting Fire Chief David Dean
  - Pledge of Allegiance led by Commissioner Loppnow.
1. Consideration of a motion to approve the Police and Fire Commission Minutes for meetings held on December 06<sup>th</sup> and 09<sup>th</sup>, 2014.
    - a. Motion by Commissioners Rebholz / Wojciechowski to approve the Hartland Police & Fire Commission minutes for the meetings of December 06<sup>th</sup> and 09<sup>th</sup>, 2014. The motion carried on the unanimous vote of the commissioners.
  2. Fire Department Update and Monthly Report – Acting Chief Dean
    - a. Chief Dean briefly reviewed the Monthly Response Report for the Commissioners, noting additionally, that, through the 13<sup>th</sup> of January, 2015 ambulance calls were at 33 already, due to the high number of vehicle accidents so far this year.
    - b. The Chief reported that the new hire, Sharon Dyer, is working out well.
    - c. The HFD has been working to initiate a new “response protocol” with Duty Officers reporting directly to the scene of calls. The Chief noted that this change seems to have provided for swifter response times, especially at night. The Chief also mentioned re-vamped Truck response guidelines, as well.
    - d. Chief Dean indicated that staffing levels are doing “pretty well” and he is also researching enhanced “Shared Services” agreements with neighboring municipalities’ departments.
    - e. Chief Dean reported that members of the HFD will again be undergoing Annual Physicals on 02/07/2015.
    - f. Acting Chief Dean has appointed two new Department Committees; one to work on and report regarding the long-term plans for Trucks and another with similar responsibilities for Technology.
  3. Police Department Update – Chief Rosch
    - a. Chief Rosch reported that Officer Paula Hoffa has now been assigned to the Investigative Team as Detective and is currently undergoing additional training which will include mentoring by the Waukesha County Sheriff’s Detective as well.

- b. The Chief reported that the HPD had hired candidate Luke Joswick from the group interviewed by the Commission on December 6<sup>th</sup>. Officer Joswick will start his new job on 01/19/2015 and will enter Field Training overseen by Officers Mueller and Haag. It is expected, then, that the HPD will be at 100% strength by 07/01/2015
- c. Chief Rosch indicated that another Citizens Police Academy class will be conducted in a joint venture with Chenequa, Delafield and Pewaukee; the first session will be held February 11, 2015.
- d. According to Chief Rosch, the approved HPD budget for 2015 includes funding for the renovation of the "Property Room" to increase security of that area and, as well, some remodeling in the Kitchen area.
- e. According to Chief Rosch the previously discussed "Accreditation" process will be conducted, as planned, in 2015 and the Department has been working with a "Coach" to assist in ensuring that the HPD accomplishes the Accreditation with maximum success.
- f. Chief Rosch distributed and discussed summary, 4<sup>th</sup> quarter 2014 "call reports" for the Commissioners to review noting that there were ~10,600 calls for service in all of 2014.
- g. The Chief commended the HPD staff by remarking that, in spite of some turnover during 2014, the Department *was* able to flex and cover all critical assignments during the year.
- h. Chief Rosch distributed copies of the HPD Annual Report to each Commissioner ... The report cover indicates that the HPD is an "**Oath of Honor**" agency and the Department byline on the report is... "**Serving With : Pride, Integrity & Ethics**"

4. Adjournment

There being no further matters to come before the Village of Hartland Police and Fire Commission and, on motion of Commissioners Rebholz / Redlin, the Commission voted unanimously to adjourn.

Meeting adjourned at 7:36 PM.

Respectfully submitted,




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Ralph R. Redlin, Commissioner  
Commission Secretary

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Susan M. Loppnow, Commissioner  
Commission President



**Call Summary Report**  
 From 02/01/15 To 02/28/15  
 Report Printed On: 03/03/2015

Response Code	#	%
No Lights and Sirens	2	4.65%
Lights and Sirens	41	95.35%
<b>Total</b>	<b>43</b>	<b>100.00%</b>
Transport Code	#	%
Not Applicable	2	4.65%
No Lights or Sirens	23	53.49%
Lights and Sirens	6	13.95%
Unknown	12	27.91%
<b>Total</b>	<b>43</b>	<b>100.00%</b>
Response Disposition	#	%
Treated, Transported by EMS (BLS)	7	16.28%
Treated, Transported by EMS (ALS)	22	51.16%
Treated and Released	1	2.33%
Treated and refused Transport	1	2.33%
Patient Refused Care	2	4.65%
No Treatment Required	6	13.95%
Dead at Scene	1	2.33%
Cancelled - Prior to Dispatch	1	2.33%
Cancelled	2	4.65%
<b>Total</b>	<b>43</b>	<b>100.00%</b>
Response Request	#	%
911 Response (Scene)	43	100.00%
<b>Total</b>	<b>43</b>	<b>100.00%</b>
Responding Unit	#	%
4351	4	9.52%
4352	38	90.48%
<b>Total</b>	<b>42</b>	<b>100.00%</b>

<b>Search Criteria</b>	
<b>Dates</b>	From 02/01/2015 To 02/28/2015 (mm/dd/yyyy)
<b>Service</b>	Hartland Fire Department Rescue
<b>Type of Service Requested</b>	All
<b>Patient Disposition</b>	All



**Call Summary Report**  
 From 01/01/15 To 01/31/15  
 Report Printed On: 02/04/2015

Response Code	#	%
No Lights and Sirens	2	3.08%
Lights and Sirens	63	96.92%
<b>Total</b>	<b>65</b>	<b>100.00%</b>
Transport Code	#	%
Not Applicable	1	1.54%
No Lights or Sirens	38	58.46%
Lights and Sirens	6	9.23%
Initial No Lights or Sirens, Upgraded to Lights and Sirens	1	1.54%
Unknown	19	29.23%
<b>Total</b>	<b>65</b>	<b>100.00%</b>
Response Disposition	#	%
Treated, Transported by Private Vehicle	1	1.54%
Treated, Transported by EMS (BLS)	12	18.46%
Treated, Transported by EMS (ALS)	32	49.23%
Treated, Transported by EMS	1	1.54%
Treated, Transferred Care	1	1.54%
Treated and Released	1	1.54%
Treated and refused Transport	4	6.15%
Standby Only - No Patient Contacts	1	1.54%
Patient Refused Care	4	6.15%
No Treatment Required	2	3.08%
Dead at Scene	1	1.54%
Cancelled	5	7.69%
<b>Total</b>	<b>65</b>	<b>100.00%</b>
Response Request	#	%
911 Response (Scene)	65	100.00%
<b>Total</b>	<b>65</b>	<b>100.00%</b>
Responding Unit	#	%
4351	1	1.56%
4352	63	98.44%
<b>Total</b>	<b>64</b>	<b>100.00%</b>

Search Criteria	
<b>Dates</b>	From 01/01/2015 To 01/31/2015 (mm/dd/yyyy)
<b>Service</b>	Hartland Fire Department Rescue
<b>Staff</b>	All Active
<b>Unit</b>	All
<b>Call Sign</b>	All
<b>Zone/District</b>	All
<b>Type of Service Requested</b>	All
<b>Patient Disposition</b>	All

### Hartland Fire Department Fire Response Calls - January 2015

Fdid	Inci_no	Exp_no	Alm_date	Alm_time	Station	Inci_type	Descript	Address
67150	15-0000074	1	1/30/2015	10:06:00	H-1	531	Smoke or odor removal	918 Lisbon AVE
67150	15-0000063	1	1/26/2015	20:17:39	1	500	Service Call, other	421 W CAPITOL DR
67150	15-0000061	1	1/26/2015	18:43:30	1	550	Public service assistance, Other	421 W CAPITOL DR
67150	15-0015060	1	1/26/2015	18:10:28	H-1	740	Unintentional transmission of alarm, Other	400 SUNNYSLOPE DR
67150	15-0000055	1	1/26/2015	2:46:01	H-1	745	Alarm system activation, no fire - unintentional	530 Windstone DR
67150	15-0000053	1	1/25/2015	11:46:21	H-1	111	Building fire/MUTUAL AID	415 Genesee ST
67150	15-0000050	1	1/23/2015	17:30:50	1	740	Unintentional transmission of alarm, Other	700 NORTH AVE
67150	15-0000049	1	1/23/2015	14:49:08	H-1	111	Building fire/MUTUAL AID	807 Genesee ST
67150	15-0000040	1	1/18/2015	18:12:30	H-1	131	Passenger vehicle fire	Cardinal LN /Cardinal Ln and Maple Ave a
67150	15-0000038	1	1/17/2015	15:55:36	1	740	Unintentional transmission of alarm, Other	526 RENSON RD /CHURCH ON 313 CIRCLE DR.
67150	15-0000035	1	1/15/2015	15:43:06	H-1	740	Unintentional transmission of alarm, Other	357 Cottonwood AVE
67150	15-0000034	1	1/14/2015	13:56:20	1	740	Unintentional transmission of alarm, Other	357 COTTONWOOD AVE
67150	15-0000032	1	1/14/2015	8:00:57	H-1	611	Dispatched & cancelled en route	800 North Ave. AVE
67150	15-0000023	1	1/8/2015	6:13:00	H-1	111	Building fire/MABAS	Rockwood Circle /W2415 S4021/Waukesha, W
67150	15-0000011	1	1/5/2015	9:02:41	H-1	740	Unintentional transmission of alarm, Other	1500 E Arlene DR
<b>Total Response Calls</b>		<b>15</b>						

## Hartland Fire Department Fire Response Calls -February 2015

Inci_no	Exp_no	Alm_date	Alm_time	Station	Inci_type	Descript
15-0000122	0	2/27/2015	6:00:12	H-1	111	Building fire
15-0000116	1/0/1900	2/22/2015	23:51:09	H-1	611	Dispatched & cancelled en route
15-0000107	1/0/1900	2/17/2015	15:52:41	H-1	322	Motor vehicle accident with injuries
15-0000106	1/0/1900	2/17/2015	8:37:00	H-1	324	Motor Vehicle Accident with no injuries
15-0000105	1/0/1900	2/16/2015	19:14:02	H-1	531	Smoke or odor removal
15-0000104	1/0/1900	2/16/2015	1:04:47	H-1	551	Assist police or other governmental agency
15-0000102	1/0/1900	2/15/2015	13:31:03	H-1	531	Smoke or odor removal
15-0000098	1/0/1900	2/14/2015	10:42:33	H-1	111	Building fire
15-0000097	1/0/1900	2/13/2015	10:06:13	H-1	324	Motor Vehicle Accident with no injuries
15-0000094	1/0/1900	2/9/2015	14:08:47	H-1	740	Unintentional transmission of alarm, Other
15-0000091	1/0/1900	2/9/2015	5:35:53	H-1	111	Building fire
15-0000087	1/0/1900	2/6/2015	18:39:59	H-1	500	Service Call, other
15-0000082	1/0/1900	2/5/2015	10:21:01	H-1	740	Unintentional transmission of alarm, Other
15-0000079	1/0/1900	2/1/2015	14:27:06	H-1	114	Chimney or flue fire, confined to chimney or flue
<b>Total Calls 14</b>						

## **2015**

### **Address**

Merton AVE /W294N5553 Merton Ave

201 W PARK AVE

Merton AVE /Merton Avenue and Hartbrook

607 Hartridge DR

620 Cardinal LN

Cottonwood AVE /Cottonwood Ave and CP Ra

530 Windstone DR

700 Penbrook WAY

Cardinal LN /Cardinal Lane and Norton Dr

110 E PARK AVE

Linda DR /N67W23569

501 Hartridge DR

541 INDUSTRIAL DR

2905 Mariner DR