VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
TUESDAY, October 11, 2016
7:00 P.M.

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 7:00 PM Meeting called to order by Commission President Loppnow
- Commissioner Redlin read the roll for attendance
    - Present : Commissioners Loppnow, Redlin, Rebholz, Wojciechowski, Riesinger
    - Also in attendance : Fire Chief David Dean, Police Chief Robert Rosch
- Pledge of Allegiance led by Commissioner Loppnow.
- Commission President Loppnow made an Announcement that a Closed Session will be held at the conclusion of the regular agenda items.

1. Consideration of a motion to approve the Police and Fire Commission Minutes for meetings held on September 13, 2016.

    a. Motion by Commissioners Rebholz / Riesinger to approve the Hartland Police & Fire Commission minutes for the meeting of September 13th, 2016. The motion carried on the unanimous vote of the Commissioners.

2. Police Department Update and Monthly Report – Police Chief Robert Rosch

    a. Chief Rosch reported that the HPD recently experienced its first incidence of the use, by Officer Adam Mueller, of the drug NARCAN, to, effectively, save the life of an individual who was apparently experiencing a drug overdose.

    b. The Chief also indicated that next month, at the November 8th HPFC meeting, the HPD would present its first ever "Life Saving Awards" to commend HPD Officers who have been instrumental in recent incidents where their actions resulted in preserving life and limb for persons involved in emergency situations.

    c. Chief Rosch went on to report that during the last month the Hartland Village Board received and approved the HPD Annual Budget for 2017, which Budget includes a -0- percent increase from 2016 while its plans include the replacement of two squads and the initiation of the "Tazer Upgrade Program" in 2017, as well.

    d. The HPD is also, according to Chief Rosch, beginning the planning process for the hiring of an additional Police Officer early in 2017 in order to avoid being "short staffed" upon the planned retirement of Chief Rosch.

e. The HPD Command Team has "moved forward", per Chief Rosch, and made decisions related to the recently recruited and interviewed candidates for Police Officer. In particular, then ....

1. As to Candidate Conrad Soboniak, the HPD offered a position as Police Officer to Mr. Soboniak and he has accepted the offer. Plans are for him to officially "start" after the completion of a further background investigation along with "Reciprocity Testing" for his Certification in the State of Wisconsin; which tests are currently scheduled for 10/20/2016. The latest plan is for Officer Soboniak to start in early to mid November, 2016.

2. As to Candidate Michael Reinke, the HPD offered a position as Police Officer to Mr. Reinke and he has also accepted the offer. Again, plans currently call for him to "start" upon the completion of the requisite background investigation, which would result in his beginning Field Training shortly after Officer Soboniak starts, this in order to fit the hirings within the 2016 budget limitations and optimize the timing for the HPD Training Schedule, as well.

f. Chief Rosch reported that Officer Nicholas Greenwood is now completing assigned shifts "on his own" with Field Training going well. The Chief noted that Officer Greenwood is still officially on "Probationary Status" until June of 2017

g. According to Chief Rosch, the HPFC should expect to see Assistant Chief Bagin at the next HPFC meeting, at which time Asst Chief Bagin will present an update on plans for the HPD for 2017 and going forward.

h. The Chief then proceeded to review the recent HPD calls for Service, noting that there have been 6,631 such contacts so far this year. According to Chief Rosch this is not an "above average number."

3. Fire Department Update and Monthly Report – Fire Chief David Dean

a. Chief Dean reported that the recent, 10/15/2016, Seventh Annual Pancake Breakfast , sponsored by the Hartland Firefighters' Association was a successful event, as usual.

b. The Chief reviewed the reports of Ambulance Runs and Fire Calls for the Month of September, noting that there were 51 EMS calls resulting in 55 patients being treated and 19 Fire Calls during the month.

c. Chief Dean also indicated that the HFD had recently experienced some "turnover", with eight individuals leaving the Department for various reasons. As appropriate, each person who leaves the department prematurely, plans to reimburse the Village for delineated, unearned "training and education costs". The Chief indicated that the recent turnover will result in the need for some more recruiting.

d. According to Chief Dean, the HFD has recently been experiencing changes in how Health Insurance Companies are providing reimbursement to the Department for certain EMS services. Accordingly, the Chief is considering refinements to the billing process in order to accommodate the changes and still optimize reimbursement to the Village for such services. He anticipates making a proposal to the Hartland Village Board once he has formulated the plans.

e. In recognition of the Village of Hartland's 125th Anniversary, along with the 125th for the HFD, as well, [2017 and 2018 respectively], the HPD is planning a "Commemorative Presentation" in the Village, near the existing Firehouse, funded by private donations. The Chief describes the presentation as involving "pavers", not unlike those used for the Hartland Park "splashpad". The Chief indicated that more information will be provided to the Village and this Commission as plans proceed.

f. Chief Dean went on to report that Fire Prevention Week / Month is "in process" this week/month with *many* children attending and visiting the HFD and the Survive Alive House.

N. B. Chief Rosch is excused and exits the HPFC meeting at 7:35 PM

4. Consideration of a Motion to Adjourn into Closed Session

a. Commission President Loppnow requested 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.

Items:
1) Conduct oral interview(s) of Firefighter Candidates

On motion of Commissioners, Redlin / Riesinger to enter closed session, the roll call vote to enter closed session was taken as follows:

Commissioners Loppnow "yes", Wojciechowski, "yes", Redlin "yes", Rebholz "yes", Riesinger "yes"

The commission *entered* closed session at 7:36 PM

On motion of Commissioners Wojciechowski / Rebholz the closed session ended.

The roll call vote to *exit* closed session was taken as follows:

Commissioners Loppnow "yes", Wojciechowski "yes", Redlin "yes", Rebholz "yes", Riesinger "yes"

The Commission *exited* closed session at 8:08 PM

Commissioners Wojciechowski / Riesinger made a Motion to recommend, to Fire Chief Dean, each of the Firefighter candidates interviewed during the Closed Session, Giovani Cambrero Nash and Andrae Romalis for further consideration as new Village of Hartland Fire Department Employees. The motion carried on the unanimous vote of the Commissioners.

6. Adjournment

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

Meeting adjourned at 8:09 PM.

Respectfully submitted,

Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President