

**VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
TUESDAY, December 08, 2015
7:00 P.M.**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 6:58 PM Meeting called to order by Commission President Loppnow
 - Commissioner Redlin read the roll for attendance
 - Present : Commissioners Loppnow, Redlin, Rebholz, Wojciechowski
 - Excused: Commissioner Riesinger
 - Also in attendance : Police Chief Robert Rosch, Fire Chief David Dean
 - 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 November 10th, 2015.
 - a. Motion by Commissioners Rebholz / Loppnow to approve the Hartland Police & Fire Commission minutes for the meeting of November 10th, 2015. The motion carried on the unanimous vote of the Commissioners present.
 2. Fire Department Update and Monthly Report – Fire Chief David Dean
 - a. Chief Dean briefly reviewed the November, 2015 Call Summary and Monthly Response Reports for the Commissioners ... 65 EMS calls and 18 Fire calls .
 - b. Chief Dean reported that the HFD had been involved, for training purposes, with the teardown of the old “Capitol Plaza Shopping Center”. It had a steel roof and the teardown provided a unique opportunity for training to HFD personnel.
 - c. The Chief then indicated that the Department is continuing with the “Joint Venture Agreement” with the Lake Country Fire Department and he also indicated that a new “Zone” , Zone 4, was recently created in the HFD covered territory.
 - d. Chief Dean then related that Sharon Dyer is back on staff, having received the requisite medical release after a recent health related matter.
 - e. Chief Dean reported that the proposed acquisition of a new ladder truck, as related previously, is planned to be discussed further with the Village Board during the next meeting on 12/14/2015 . The department would consider selling two existing trucks in a planned acquisition of the new truck; delivery would be in Sept, 2017.

f. The Chief then distributed copies of proposed, revised / amended Rules and Regulations of the POLICE AND FIRE COMMISSION of the VILLAGE OF HARTLAND for further consideration by the commissioners, along with a newly rewritten / revised Chapter Three of the HARTLAND FIRE DEPARTMENT STANDARD OPERATING GUIDELINE. The Chief and the Department have been working to refine and update the Guidelines over the last year and will continue to revise subsequent Chapters of what was The HFD Handbook over the ensuing months. The proposed revisions to the HPFC document would bring it into congruity with the revised Operating Guideline.

3. Police Department Update – Police Chief Rosch

- a. Chief Rosch again reported that the previously discussed Accreditation process has, as expected, moved along to the Inspection phase. The actual on-site Accreditation Assessment has been conducted in November, from the 17th through the 19th. The Chief indicated that the Public *was* involved in the process and he thanked all who responded to the public notices/requests for comments and made special mention of the HPD Support Staff, and Viki Dobbertin, in particular, as instrumental in the HPD effort to successfully accomplish the Inspection Phase for Accreditation. There are 238 Accreditation Standards defined and 226 of them apply to the HPD, with over 500 detailed “sub-standards” considered, as well. Policy Manual editing was a detailed and time consuming part of the process. The Chief indicated that the HPD was “on the docket for consideration” at the upcoming meeting of the Accreditation Panel for 12/21/2015. The Chief reported, again, that the process, once successfully completed, requires a re-accreditation inspection / assessment be done every three years thereafter to retain the credential. The Chief indicated that the credential is valuable to the Village from the standpoint of professionalism in the HPD as well as recruitment, retention and insurance cost containment considerations, as well.
- b. The Chief also reported that the Village had, again, been chosen as a “stop” for the Annual Holiday Train. Accordingly, extra security was provided on the Friday night, December 4, 2015 event and he thanked the HPD staff and, as well, Chief Dean and the Hartland Fire Department for the excellent support they provided for the event. There were estimates that over 15,000 people converged on Hartland to experience the Holiday Train and the annual “Tree lighting” event in downtown Hartland that evening. He reported only *one* arrest from a generally “well behaved” crowd that night.
- c. According to Chief Rosch, Lieutenant Stacey Kelsey is, as reported earlier, expecting a child, her fourth, in approximately June of 2016. Accordingly, she is planned to be scheduled for “light duty” beginning in January 2016.
- d. Chief Rosch reported that the Village could expect “labor peace”, since a new three-year contract with the HPD and the Police Union has been negotiated and plans are to submit the proposed new Agreement to the Village Board for its approval on 12/14/2015.

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 candidate(s) ...

On motion of Commissioners Wojciechowski / Rebholz 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”

The commission *entered* closed session at 7:47 PM

On motion of Commissioners Wojciechowski / Rebholz the closed session ended at 8:25 PM.

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

Commissioners Loppnow “yes”, Wojciechowski “yes”, Redlin “yes”, Rebholz “yes”

Commissioners Wojciechowski / Rebholz made a Motion to recommend each of the HFD job candidates interviewed during the Closed Session, Joseph J. Cull and Jeremiah M. Bishop, to Fire Chief Dean for further consideration as new Village of Hartland Fire Department employees. The Motion carried unanimously.

5. 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 8:28 PM.

Respectfully submitted,



Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President