

POLICE AND FIRE COMMISSION AGENDA
TUESDAY, DECEMBER 11, 2018
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Roll Call

Pledge of Allegiance – President Lopnow

1. Consideration of a motion to approve the Police and Fire Commission minutes of November 13, 2018.
2. Police Department Update and Monthly Report
3. Fire Department Update and Monthly Report
4. Adjourn

Darlene Igl
Village Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible.

**VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
TUESDAY, November 13th, 2018
7:00 P.M.**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 7:00 PM In the absence of Commission President Loppnow, the Meeting was called to order by Commission Vice-President Wojciechowski
 - Commission Secretary Redlin read the roll for attendance
 - Present : Commissioners Redlin, Rebholz , Wojciechowski
 - Absent : Commissioners Loppnow and Riesinger
 - Also in attendance : Chief of Police Torin J. Misko, Fire Chief David Dean, Police Officer Nicholas Greenwood
 - Pledge of Allegiance led by Commission Vice-President Wojciechowski
 - Presiding Commission V-P Wojciechowski announced that, at the conclusion of its regular agenda items, the Commission plans to adjourn into closed session, in accordance with the agenda, as published earlier .
1. Consideration of a motion to approve the Police and Fire Commission Minutes for the meeting held on October 9th, 2018
 - a. Motion by Commissioners Rebholz / Wojciechowski to approve the Village of Hartland Police & Fire Commission minutes for the meeting of October 9th, 2018. The motion carried on the unanimous vote of the Commissioners present.

N.B. Commssion President Loppnow arrived at 1910 and presided over the meeting for the duration thereof.

2. Police Department Update and Monthly Report – Chief of Police Torin J. Misko

PRESENTATIONS

Police Chief Misko called Hartland Village resident, Ms Jennifer Graton, also in attendance at the meeting, to the front of the Commission meeting to receive an HPD **Citizen Award / Letter of Appreciation** for her swift actions, taken on 9/29/2018, in alerting the HPD and the HFD to an individual who was unresponsive and “slumped over” in a vehicle while at Hartbrook Mall. Her thoughtful, considerate concern likely resulted in saving the life of the individual.

Chief Misko then proceeded to call Hartland Police Officer Nicholas Greenwood, also present at the meeting, to the front of the Commission meeting to receive the HPD’s **“Life Saving Recognition Pin”** to be worn by Officer Greenwood, as part of his uniform, in recognition and commendation for his recent quick action, taken while he was on duty on 9/29/2018, in administering emergency life-saving assistance to the individual involved in the emergency situation to which the HPD had been alerted by Ms. Graton, also recognized at this meeting.

- a. Chief Misko related that the HPD had, in the last two months, awarded *two* Life Saving Awards to members-of the HPD. He also reported that, just during the last week, the HPD had yet *another* situation in which an officer administered the drug “Narcan” to an apparent opiate overdose victim in Hartland. The Chief commented that he calls upon the citizens of Hartland to assist authorities if fighting this problem.

- b. The Chief reported that the HPD has begun the periodic contract negotiations with the Police Officers' Union representatives; this time focusing additional attention on the HPD plans to authorize a part-time Patrol Officer / Detective position and create language in the Agreement to cover such a new HPD position. It is the Village's goal to fill such a position during 2019.
- c. Chief Misko detailed the efforts of the HPD in responding to and investigating a bank robbery which occurred in Hartland on 10/13/2018. The HPD is working to investigate the crime in cooperation with the FBI and other Federal authorities. A reward of \$5,000 has been offered for information leading to an arrest and conviction of the perpetrators. According to the Chief, multiple bank robberies have occurred in SE Wisconsin just over the last several months.
- d. The Chief announced that the long planned HPD *reaccreditation assessment* by the Wisconsin Law Enforcement Accreditation Group (WILEAG) was conducted, as scheduled, on November 6, 7 and 8, 2018. It was the HPD's *first* such reaccreditation review and, in the language of the WILEAG report, HPD was "... not found to be in non-compliance..." with *any* of the accreditation requisite systems, procedures and documentation requirements. Accordingly, the Chief anticipates that the Village of Hartland Police Department *will*, as a result, most likely, *be* reaccredited for the ensuing next three year period. The Chief related that the WILEAG *does*, as part of the process, plan to conduct an open "call-in phone session", during which interested members of the public are invited to share their own comments and feelings about the HPD with the WILEAG review team members. They will plan to be available to take calls on November 27th, 2018 between the hours of 1:00 PM and 3:00 PM at 262-563-4111. Written comments may also be submitted to WILEAG.
- e. Chief Misko indicated that, recently, members of the HPD had completed Rescue Task Force [RTF] training which involves coordinated police / fire /rescue response team efforts.

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

- a. Chief Dean distributed copies of the October, 2018 Fire Response Report and Report of Ambulance Runs for the Commissioners to review and discuss. He noted that there were 15 Fire calls and 48 Ambulance [EMS] runs during the month. He also noted that the HFD has had, through 10/31/2018, forty *more* fire calls and eighteen *fewer* EMS calls than through the same period in 2017.
- b. The Chief reported that the Annual Pancake Breakfast event was well received again this year. Over 500 people attended; \$3,344 net profit was realized and was supplemented by an *additional* \$1,250 donation by Modern Woodmen of America resulting in some \$4,594 being raised on the day. The money is "earmarked" for the acquisition of a power-lift cot, with 750 pound capacity, for the HFD second ambulance.
- c. According to Chief Dean, the HFD "Pizza Fund Raiser", as described at the HPFC last month, was also a success. Over 100 batteries were replaced in Village citizens' smoke detector / alarms. Thankful citizens donated \$901 and the event sponsor, Endters Sports Grille, contributed \$700, with all such proceeds going, additionally, for the acquisition of a power-lift cot for the HFD second ambulance.
- d. Chief Dean also related that the HFD plans involvement in upcoming training in *Challenging Extrinsication Techniques* ... it will include a tour of the Waukesha County Dispatch Center as well as chain saw safety training.
- e. Chief Dean also reported that the HFD is expecting, again, to be involved in the well attended Annual Tree Lighting (11/30) and Holiday Train (12/07) events in the Village of Hartland.
- f. The Chief reported that on 11/26.2018 he will be driving the HFD Ladder Truck (4371) to South Dakota for planned repairs expected to cost ~ \$18,000.

- g. According to Chief Dean the NFPA required, annual, "hose and ladder testing" has recently been completed.
- h. Chief Dean stated that the newly appointed Fire Department Officers will be sworn in at the December 10th, 2018 Village Board meeting.
- i. The Chief reported that an Assistance to Firefighters Grant (AFG) application / request has been completed and sent to the US Government. The application requests \$49,000 to replace outdated fire hose, add a Thermal-Imaging Camera (TIC), a roof saw and funding for firefighter wellness programs. Grant recipients will be announced in Spring, 2019.
- j. Chief Dean explained that the required Annual Performance Evaluations are being completed for all HFD members and the Chief's plan is for all such evaluations to be completed by 12/01/2018.
- k. According to Chief Dean the HFD recently conducted a Fire Prevention Poster competition and the winner was a 2nd grader from Hartland North Elementary School. The student was awarded a fire truck ride to school and was given treats for her classmates. The winning poster will be on display in the fire station.
- m. The Chief related that the HFD has developed an excellent reputation in the firefighter community. While this is gratifying news, it also leads to the HFD staff frequently being actively recruited by other neighboring departments.
- o. The Chief indicated that the planned "radio changeover" is now scheduled, with a *backup plan* being put in place to cover the unanticipated event of a less-than-smooth transition to the new system.
- p. According to the Chief, with the 11/18/2018 action by the Village Board to approve the HFD 2019 budget, the HFD has now got the authority to convert its Administrative Assistant from part-time to full-time effective 01/01/2019 and plans to do so.

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 Fire Department Candidate(s)

On motion of Commissioners, Rebholz / Wojciechowski to *enter* closed session, the roll call vote to enter closed session was taken as follows:

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

The commission *entered* closed session at 7:43 PM

On motion of Commissioners Wojciechowski / Rebholz the roll call vote to *exit* closed session was taken as follows:

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

The Commission *exited* closed session at 8:19 PM

Commissioners Wojciechowski / Redlin made a Motion to recommend, to Fire Chief Dean and the HFD Management Cadre, each of the Fire Department Firefighter/ EMS and "Auxiliary Support" applicant /candidates interviewed during the Closed Session, Jeff Anson – "Auxiliary Support" and Tre Shakur Borland – Firefighter / EMS for further consideration as new Village of Hartland Fire Department Employees. The motion carried on the unanimous vote of the Commissioners present.

5. Consideration of a Motion to Adjourn

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

Meeting adjourned at 8:21 PM.

Respectfully submitted,



Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President