

**POLICE AND FIRE COMMISSION AGENDA  
TUESDAY, OCTOBER 13, 2015**

**7:00 PM**

**POLICE DEPT. CONFERENCE 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 September 8, 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.

Items: 1) Conduct oral interview(s) for Firefighter Candidate(s)  
2) Discussion regarding direction from Village Board regarding hiring of full-time Fire Chief

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 items: Announcement of candidate(s) for Firefighter and Consider recommendation for hiring Fire Chief

Darlene Igl  
Village Clerk

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

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

- 7:04 PM Meeting called to order by Commission President Loppnow
  - Commissioner Redlin read the roll for attendance
    - Present : Commissioners Loppnow, Wojciechowski, Redlin, Rebholz
    - Absent: Commissioner Riesinger
    - Also in attendance : Police Chief Robert Rosch, Interim 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 August 11, 2015.
    - a. Motion by Commissioners Wojciechowski / Rebholz to approve the Hartland Police & Fire Commission minutes for the meeting of August 11, 2015. The motion carried on the unanimous vote of the Commissioners present.
  2. Fire Department Update and Monthly Report – Interim Fire Chief David Dean
    - a. Chief Dean briefly reviewed the July, 2015 Call Summary and Monthly Response Reports for the Commissioners ... 63 EMS calls and 21 Fire calls .
    - b. Chief Dean reported that the HFD budget for 2016 has been drafted and submitted to the Village Board for consideration. As such, it includes consideration of the change to having two staff be in the Fire Station from 6PM to 6AM every day.
    - c. The Chief then indicated that the Commissioners are invited to attend, on a complimentary basis, an all-day seminar on 9/16/2015 and to be held at the Milwaukee Downtown Marriott Hotel from 8:15 AM to 2 PM.
    - d. Chief Dean then related that there will be a commemorative event on 9/11/2015, the anniversary of the terrorist attacks that day in 2011, including a Flag Presentation at Arrowhead High School that evening.
    - e. The Chief reported that the HFD is again planning for the Annual Open House and Pancake Breakfast on 10/10/2015 from 7AM until 1PM.

3. Police Department Update – Police Chief Rosch

- a. Chief Rosch reported that the HPD had, as planned, participated on August 28<sup>th</sup>, in an “area-wide” Mass Disaster Drill which included the involvement of the S.M.A.R.T. [Suburban Mutual Aid Response Team] organization and 62 of 65 area agencies. The event was held in the City of Waukesha and included extensive testing of inter-agency communication facilities; five counties’ systems and all system radios were involved. The next day the MIU[Major Investigation Unit] participated in a mock Mass Casualty drill, as well
- b. The Chief reported that this coming Thursday, 9/10/15, he will travel to Brown County to be involved in a program to assist local agencies, there, study to determine how a SMART group may be initiated and work in that county, like it does here.
- c. On October 23<sup>rd</sup> the Chief plans to make a 2016 HPD Budget Presentation to the Hartland Village Board. That budget, according to the Chief, includes the planned replacement of two of the department’s squads and, as well, the previously detailed replacement of HPD handguns. The Chief related as how there are industry studies being done now to consider whether there are advantages to a move *from* use of the prevailing 40mm-45mm caliber weapons *to* 9mm caliber as an alternative. No decision has been made yet in that regard.
- d. Commissioner Wojciechowski asked the Chief whether there was any planning currently being undertaken to change HPD staffing requirements in light of the observable major residential and commercial development projects underway in and around Hartland. The Chief indicated that he, Interim Fire Chief Dean and the Village Board have been discussing that matter but feel that it may, in his opinion, be a year or more, and maybe up to five years, before more Police Officer staff will be required and need to be budgeted for.
- e. The Chief reported that the HPD has considered equipping officers with “body cameras”, since the City of Milwaukee Police Department has just announced that it intends to make that move, but the Chief feels it is premature to do so until “the courts” have decided matters of access and record retention requirements. The Chief indicated that preliminary studies seem to be indicating significant cost involved in archiving and cataloguing such video records.
- f. The HPD has again conducted the Annual Fitness Tests on two dates this past summer. The Chief noted that this annual testing *is* voluntary at this time.
- g. Chief Rosch reported that the previously discussed Accreditation process is moving along well with Policy Manual editing to be completed by the end of September. A “mock” assessment is currently scheduled for October eighth with the actual on-site Accreditation Assessment to be conducted in November from the 17<sup>th</sup> through the 19<sup>th</sup>. The Chief indicated that the Public *will* be involved in the process – notices as to how to do so will be appropriately posted. There are 238 Accreditation Standards defined and 226 of them apply to the HPD, with over 500 detailed “sub-standards” to be considered, as well. The Chief reported 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.

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) ... Chief Rosch excused for this portion  
2) Police Department Personnel Matter ... Interim Chief Dean excused for this portion

On motion of Commissioners Redlin / Wojciechowski 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 7:33 PM

On motion of Commissioners Wojciechowski / Rebholz the closed session ended at 8:53 PM.

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

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

Commissioners Wojciechowski / Redlin made a Motion to recommend each of the HFD job candidates interviewed during the Closed Session, Nathan L. Lowrey, Azem S. Quereshi and Andrew J. Warden, to Interim 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 / Loppnow, the Commission voted unanimously to adjourn.

Meeting adjourned at 8:54 PM.

Respectfully submitted,

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Ralph R. Redlin, Commissioner  
Commission Secretary

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Susan M. Loppnow, Commissioner  
Commission President