

POLICE AND FIRE COMMISSION AGENDA
TUESDAY, MARCH 8, 2016
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 January 12, 2016.
2. Fire Department Update and Monthly Report
3. Police Department Update and Monthly Report
4. Discussion and consideration of a motion to adopt a hiring process.
5. 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)

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

Darlene Igl
Village Clerk

**VILLAGE OF HARTLAND
POLICE & FIRE COMMISSION
MEETING MINUTES
TUESDAY, January 12, 2016
7:00 P.M.**

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

- 6:59 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 : Police Chief Robert Rosch, Police Captain Collura, 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 December 08, 2015.
 - a. Motion by Commissioners Rebholz / Wojciechowski to approve the Hartland Police & Fire Commission minutes for the meeting of December 8th, 2015. The motion carried on the unanimous vote of the Commissioners.
 2. Fire Department Update and Monthly Report – Fire Chief David Dean
 - a. Chief Dean briefly reviewed the December, 2015 Call Summary and Monthly Response Reports for the Commissioners ... 50 EMS calls and 15 Fire calls . The Chief observed that the total calls for 2015 were 674 EMS and 192 Fire, six less than for 2014.
 - b. Chief Dean distributed a one page document “Fire Department Update” along with a two page item entitled **“Six Basic Rules of the Hartland Fire Department”** and discussed each of them with the Commissioners. At the same time the Chief reported that, having added 28 new members to the department over the last several months, he was continuing with a “mentoring /training” program based on the *Six Basic Rules*.
 - c. According to Chief Dean, the HFD has now adopted the job description for the *Support Staff Auxiliary* as discussed previously at the HPFC meeting, with up to 600 hours of such assistance budgeted for by the Hartland Fire Department and approved by the Hartland Village board at its January meeting.

3. Police Department Update – Police Chief Rosch

- a. Chief Rosch reported that the Village of Hartland is *not* immune to the developing “heroin epidemic “ in Waukesha County, having recently experienced the death of a 29 year old Village resident from an apparent overdose.
- b. The Chief also reported that the Village had, as reported earlier, undergone the Accreditation Assessment during November, 2015. The follow up, requisite, “hearing” before the Accreditation Counsel is now scheduled for January 25th. In anticipation of a positive outcome, there, the Village has scheduled a “Presentation Ceremony” for that evening at the regularly scheduled Village Board meeting. A plaque commemorating the HPD accomplishment of the Accreditation Credential will be presented to the Hartland Police Department during that meeting. The Chief also related that the complete Report of the Accreditation Assessment will be made available to the public; this in accordance with the Public Records Rules.
- 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 now being scheduled for “light duty”, this schedule began during January, 2016.
- d. Chief Rosch reported that he plans to attend the annual meeting of the Wisconsin State Chiefs of Police Association, in the Wisconsin Dells, on February 9th and will not be able to attend the next meeting of this Commission, scheduled for that evening. On a side note, the Chief also related that *he* will be sworn in at that State Chiefs meeting as the President of the Association, having served as Vice President this last year.
- e. According to Chief Rosch, the Village *has* “ordered” the new squads as contemplated in the recently passed 2016 Village budget for the HPD. Additionally, the Chief reported that, as planned, the laptop computer units in each squad have been updated and replaced, as well. Too, each squad is now equipped with the aerosol DSPA-5 Portable High Pressure Fire Extinguisher.

4. Consideration of a Motion to release Officer Joswick from probationary Status

Chief Rosch reported that Officer Luke Joswick is doing “a great job” and that the Chief feels it would be appropriate, at this time, to release the Officer from Probationary Status. After a short discussion on the matter, and on the Motion of Commissioners Redlin/Riesinger, the Commissioners voted unanimously to release Officer Joswick from Probationary Status effective January 19th, 2016.

5. Consideration of a Motion to Adopt Changes to the Police and Fire Commission Rules and Regulations

Chief Dean distributed an updated draft of proposed changes to the Rules and Regulations of the HPFC and, after a short discussion, he requested that the Commission review the newly revised proposal and address the changes at its *next* regularly scheduled meeting, “tabling” them for now.

6. 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) Discuss Police Department Personnel Matter .. Chief Dean excused for this portion
- 2) Conduct oral interview(s) of Firefighter candidate(s) ... Chief Rosch and Captain Collura excused for this portion

On motion of Commissioners Wojciechowski / 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 7:21 PM

On motion of Commissioners Wojciechowski / Redlin the closed session ended at 8:15 PM.

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

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

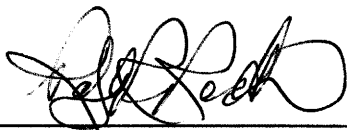
Commissioners Wojciechowski / Loppnow made a Motion to recommend each of the HFD job candidates interviewed during the Closed Session, Tracy Lynn Marcell and Nicole Christine Rybicki, to Fire Chief Dean for further consideration as new Village of Hartland Fire Department employees. The Motion carried unanimously.

7. Adjournment

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

Meeting adjourned at 8:18 PM.

Respectfully submitted,



Ralph R. Redlin, Commissioner
Commission Secretary

Susan M. Loppnow, Commissioner
Commission President