Fire and Police Commission Village of Hales Corners

Meeting Notice and Agenda

August 18, 2020 (Tuesday) - 6:30 p.m.

Notice is hereby given that the Police and Fire Commission of the Village of Hales Corners will meet at the above date and time, at the Village Hall (Board Room), 5635 S New Berlin Road, Hales Corners.

[Notice is given that a majority of the Village Board of Trustees may attend this meeting to gather information about an agenda item over which they may have decision making responsibility. This meeting may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.]

1.0 Call to Order and Roll Call
2.0 Approval of Minutes- July 21, 2020
3.0 Public Comment
4.0 General Business
   4.1 Chief Reports
      4.1.1 Police Chief Report for July – Chief Eric Cera
      4.1.2 Fire Chief Report for July - Chief Pete Jaskulski
   4.2 COVID-19 Response Review
   4.3 Action Items
      4.3.1 Resignation of Assistant Fire Chief – P. Pratt
      4.3.2 Request for Promotion of a Police Lieutenant to Police Captain

The Fire & Police Commission may enter closed session pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation or performance evaluation data for the position of Police Captain over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

5.0 Set date and time of next Fire and Police Commission meeting – September 15, 2020
6.0 Adjournment

Rachel Pocquette, Deputy Clerk
August 12, 2020

Hearing or speech impaired persons who require special services should notify the Village Clerk’s office in advance of the meeting at 414-529-6161.
FIRE & POLICE COMMISSION MEETING – Minutes
July 21, 2020

Commissioner Sannes called the meeting to order at 6:30 p.m.


2.0 APPROVAL OF MINUTES – June 16, 2020 – Motion (Smyczek, Leonard) to approve as presented; unanimously approved.

3.0 PUBLIC COMMENT – None.

4.0 GENERAL BUSINESS

4.1 Chief Reports

4.1.1 Police Chief Report for June – Chief Cera indicates the PD is waiting for labor negotiations to be finalized before moving forward with recruitment so he can include wording for lateral transfers and publish the most accurate wage rates. The next labor negotiation meeting is July 27th and he hopes to have those items decided then. Additionally, Chief Cera states the ICC has made several recommendations for specific practices and responsibilities for elected officials and Fire and Police Commissioners in regards to recruiting processes and efforts. Chief Cera will be forwarding a copy of the recommendations to the commissioners for their review. S. Sannes comments it was nice to see in the report that residents have shown a lot of support and confidence in HCPD and their mission.

4.1.2 Fire Chief Report for June – Chief Jaskulski indicates the CDC came out with new guidelines for EMS personnel to wear masks while on duty. HCFD was already wearing them on calls and will now be wearing them at the fire house as well. Chief Jaskulski displays to the commissioners the new mask HCFD personnel will be wearing on calls. The new masks have two filters and last for 8 hours of wear or 30 days. Chief Jaskulski states we spent $500 on a media blitz through Join the Fire Service for recruitment and received 70 hits. He states of that he has seven interns who will be starting on August 8 and three new hires for some time in August. In addition, the ambulance quote has been negotiated and is on the assembly line now. Finally, the HCFD began the ALS Response last Wednesday. The village has six different zones; each zone has three paramedic units that are the closest most appropriate ALS response. The CAD system now shows EMS dispatchers the three units closest to an address so they can send the most appropriate response unit.

4.2 Action Items

4.2.1 Retroactive approval of new hire part-time fire personnel: J. Kurpiel – Motion (Leonard, Smyczek) to approve hiring J. Kurpiel effective June 23rd, 2020 with one year probationary period; unanimously approved.

4.3 COVID-19 Response Review – Chief Jaskulski states cases have gone up in the area. We are now concentrated on protection and looking to the future. He provided the commission information about new technology and supplies available for deep cleaning equipment, ambulances, squads, etc. called EasyDECON. He is looking into purchasing a mister for $600 that uses the EasyDECON products to clean ambulances quickly. S. Sannes inquires if there are multiple suppliers of the products and what the cost will be. Chief Jaskulski indicates he is still looking into the cost. There are COVID grants that can be used for the supplies. On the police side, Chief Cera states HCPD has been maintaining the villages mask and sanitizer supply and making sure all departments have enough. HCPD has a plan in place with
neighboring agencies in the event there is a COVID outbreak within the police department
there will be coverage for calls in the municipality.

5.0 CLOSED SESSION – S. Sannes read the closed session notice. Commission to enter closed session
pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation
or performance evaluation data of any public employee over which the governmental body has
jurisdiction or exercises responsibility, to discuss performance evaluation data for the Police
Sergeants positions over which the governmental body has jurisdiction or exercises responsibility,
and to re-enter open session at the same place thereafter to act on such matters as discussed therein as
it deems appropriate. Commission entered closed session at 7:05 p.m.

Commission re-entered open session at 8:12 p.m. The closed session discussion did not require an
action from the commission.

6.0 SET DATE OF THE NEXT MEETING – Date set for August 18, 2020 at 6:30 p.m. in the Village
Hall Board Room.

7.0 Adjournment – Motion (Smyczek, Dzick) to adjourn at 8:15 p.m., unanimously approved.

Prepared by: Rachel Pocquette, Deputy Clerk
OPERATIONS

1. Calls for Service - Year to date total is 4774 total CAD calls. The three year average is 5180.

2. Enforcement Activity - Year to date totals are: 831 traffic citations, 1437 traffic warnings, 91 municipal citations, and 38 parking citations.

3. Major Incident Summary – Please see attached report. (Attachments)

4. Milwaukee Area Investigative Team – On July 6th Detective Bahr and Detective Sergeant Landry responded to assist with the investigation of a possible officer involved death in the city of Waukesha.

5. OWI Task Force – Sergeant Zellmer and Officer Chucka, deployed on the 3rd and the 24th for a total of 14 hours and netted 13 contacts including an arrest for OWI. So far this cycle we have received $70 more than our allotted $4000 reimbursement.

6. Speed Task Force – On the 8th and 22nd Detective Bahr, Sergeant Zellmer, Officers Kunkel and Chucka deployed for a total of 18.5 hours netting 19 contacts and a warrant arrest. So far this cycle we have received $1286 of our allotted $2000 reimbursement with one more deployment anticipated in September.

7. Impaired Driving Mobilization - The department will participate in the National Highway Transportation Safety Administration's Drive Sober or Get Pulled Over campaign from August 21st to September 7th.

ADMINISTRATIVE

1. Labor Negotiation – It is estimated that the 2021-2023 contract with the officers' bargaining group will be finalized by August 25th.

2. Budget – Preparation of the 2021 budget is in progress and a draft will be available for the regular meeting of the Commission in September.

3. Grants – Grant applications for the Bureau of Transportation Safety’s 2020-2021 fiscal year are in progress. Chief Cera has unofficially committed to the receipt of $4000 for OWI, $2000 for Speed and $0 for Seatbelt from our cluster’s award.

4. Recruitment – Lieutenant Kroll is modifying the recruitment materials to better attract experienced Police Officers as applicants.

5. Training – Police Officer Jordan Cooper continues Field Training,
6. **Grant** – The Holz Family Foundation awarded the department a $10,784 grant for the purchase of two automated external defibrillators and two radar speed signs.


8. **Temporary Procedures** – A temporary procedure has been enacted due to the Governor’s Mask order. (Attachments)

**ACKNOWLEDGEMENTS**

1. **Thank You** – Officer Dean Schoenleber (recently retired) received a thank you from an appreciative citizen he assisted a few years ago. The department also received a very generous donation in support of their operations. (Attachments)

**ACTION ITEMS**

1. **Captain of Police** – Chief Cera recommends the promotion of Lieutenant Brent Kroll, who is currently the Lieutenant-Administrative and interim Lieutenant-Operations, to the position of Captain with an effective date of August 22, 2020 and subject to a probationary period of twelve months.
Date: July 27, 2020  
From: Police Chief  
To: Fire and Police Commission  
Subject: Major Incident Summary July 2020

**20-4094 Fight:** On the evening of July 3rd Sergeant Zellmer responded to a report of a disorderly subject in the Cousin’s restaurant drive through. Upon arrival two male subjects began physically fighting. Sgt. Zellmer commanded the subjects to cease their actions at which time one suspect began to flee and the second complied; however, a third subject intervened complicating the matter. Sergeant Jacobi and Officer Jewell then arrived and were able to detain the two subjects still on scene. Investigation revealed that the subject who fled was disorderly and aggravated the physical confrontation. The two detained subjects were released on scene. Detective Heckman was able to identify the suspect who fled the scene. Sgt. Zellmer, Officer Cooper and Detective Heckman went to the suspect’s residence and took him into custody without incident. The suspect was charged with Fleeing.

**20-4181 Burglary:** During the nighttime hours of July 7th suspects broke into the Journey’s Lutheran School and removed several items. Officer Birmingham and Sergeant Henner conducted a thorough on scene investigation and area canvass by which they developed a suspect vehicle description. In the late evening hours of July 17th Officer Boneck spotted a vehicle matching the suspect description at Edgerton Elementary conducted a Field Interview. Two of the five occupants ran away but were soon apprehended by Officer Cooper and Sergeant Zellmer. All the occupants were positively identified for future contact by the Detective Bureau. On the 24th the two suspects met with Detective Heckman and admitted their involvement in the burglary and returned nearly all the items taken. They were cited and turned over to parents.

**20-4286/4288 Fight/Retail Theft/Pursuit:** On July 11th at about 8:52/PM. PO Cooper and Sgt. Zellmer observed at the intersection of 108 and Janesville a subject hastily exit a vehicle while in traffic, throw an object at it and proceed to leave the area. PO Cooper and Sgt. Zellmer were able to initiate a vehicle contact and Officer Boneck responded to the area and was able to make contact with the subject on foot. A routine wanted check on the subject in the vehicle revealed three arrest warrants for the subject; however, due to COVID procedures the issuing agency declined to have them served and the subject was released. A routine wanted check on the walking subject revealed an arrest warrant for violation of probation and he was subsequently arrested and turned over to the secure detention facility. At approximately 9:40/PM Jetz reported a till tap type retail theft of cigarettes and indicated the suspect fled southbound on 108. Mutual Aid from Franklin Police was requested. Franklin officers immediately located the vehicle, attempted a vehicle contact, but it fled. Franklin officers pursued and were eventually able to utilize tire deflation devices to safely terminate the pursuit. The suspect and vehicle were the same from the previous incident. The suspect was arrested and charged with Retail Theft.

**20-4600 Fleeing:** On July 24th at 9:44/PM Officer Boneck observed a vehicle which appeared to be traveling in excess of the speed limit in the 6200 block of S. 108 St. A check with radar revealed the vehicle’s speed to be 108mph. Officer Boneck attempted to conduct a vehicle contact but the subject vehicle fled. A pursuit was initiated and assisted by Officer Jewell but due to increasing traffic congestion and construction in the area the pursuit was terminated by Officer Boneck. Investigation by Officer Boneck and Officer Kunkel revealed the identity of the vehicle and driver involved. The vehicle was located and seized. A warrant is being sought for the suspect.
Governor Evers declared a public health emergency order requiring individuals to wear face coverings when indoors and not in a private residence, with some exceptions. The order is effective from August 1st (12:01 am) until September 28, 2020.

I have attached the order. Please read the attached order. I have highlighted the areas to pay special attention to. However, I encourage you to read the entire order.

As a police department we will function just like we did during the safer at home order. Our focus is education and requests for compliance versus enforcement. Meaning that if we are dispatched to a complaint of a violation of this order then our main focus is to educate any potential violators about the order and request compliance. You will not issue any citations for violation of this order without approval of me or the chief.

Keep in mind our focus is to support the community businesses as they are put in the middle of this. Assist businesses who are trying to abide by the order, but are having difficulty with customers who fail to comply. However, if a business is not complying with the order then we need to focus on their non-compliance. Attempt to educate and gain compliance from them.

When responding to or closing out calls for service where there is an alleged violation of this order use “SAHI” as the CFS code. Dispatch should be using this code already, but if they don’t make sure it is changed before you clear the call. Also document as much as you can about who was involved and what the result was of your investigation.

When it comes to complaints at businesses. This order is very similar to other state regulations businesses have to follow. If a business advises that they want someone removed for non-compliance with the order then assist them with that. Again, attempt this from the standpoint of education and compliance. In the event you have someone who is non-compliant and won’t leave a place of business after there was a request by the business and your order, then you may take some sort of law enforcement action. This is only after all attempts to gain compliance failed and you have a business whom wants the person removed. It doesn’t necessarily have to result in an arrest, but maybe an escort outside the business. This is now a disorderly person and you have the discretion how to handle at that point.

You may call me at any time If you need some guidance. (414) 458-8027. Afterhours I silence my phone so use your personal or call from the department to ring thru.
Please accept this gift in honor of Officer Schoenleben. Nearly eight years ago he assisted with a sticky issue with reverence, grace and professionalism.

I always will remember his assistance as other government entities would not. As time passed, I felt uneasy about how time was marching without my writing back to express my thanks.

However, given recent circumstance perhaps my delay is fortuitous so all who serve the public's safety can know many of us deeply appreciate your service.

With Gratitude
August 12, 2020

Total Calls

Fire = 19
EMS = 104
Total = 123 (9 Dispatch errors were subtracted from this total)

Total calls for the year 2020 = 657
Total calls for the year 2019 = 745
Total calls for the year 2018 = 822

ALS Responses

Franklin – 14
Greendale - 5
New Berlin- 1

Mutual Given/Received for April

Given = 22
Received = 6 (This number doesn’t include ALS response into the village)

Staffing as of August 12, 2020

- total part time active is 25
- Other Leave = 3
- Fulltime positions- 1 Chief, 3 Captains, 1 Driver Operator
- Driver Operators (active)- 11
- EMT-P- 7
- AEMT- 8
- EMT Basic - 12

COVID 19

One Captain tested positive for COVID-19. They were symptomatic on August 6th….at which time they were sent home. The test was performed on August 7th. The results came in on August 12th. They are currently on a 10 day quarantine starting on August 6th.

The HCFD has begun a systematic program of decontamination within the fire station and the apparatus. Personnel are required to wear N95 masks or half-face respirators on all calls for service. The wearing of surgical mask is still occurring within the station.
Recruitment/Retention

It was anticipated that we would have hired three personnel in August. One person has dropped out, one person has administrative issues with their EMT license (we are working on resolving this) and one person has to take a Firefighter I re-test at the end of August. I anticipate hiring one of these three by mid September.

Recruitment of people with the minimum requirements has been a challenge. Recruitment of interns has been outstanding. COVID-19 has stalled the technical colleges which are evidenced by the lack of candidates.

Resignations

Paid on Premise Assistant Chief Phil Pratt has submitted his resignation effective September 1, 2020. He is not scheduled to work any shifts for the rest of August.

One Firefighter/EMT was released during his probationary period.

Staffing/Scheduling

We have consulted with Village Administrator Sandy Kulik to find options for paid on premise staffing. It was decided that we will offer more hours to certain paid on premise personnel to fill the shifts. We have to fill approximately 33 twelve hour shifts per week to maintain our minimum staffing of 4 personnel. We will fill 9 of these shifts with 2 personnel working 24 hour shift rotations. This will make it much easier to fill the remaining 12 hour shifts.

ALS Response

On Wednesday July 15th we began expanding the ALS response into the village. We now utilize the Franklin, Greendale, Greenfield and New Berlin Fire Departments depending on the location of the call. So far it is working very well.

Peter R Jaskulski
Fire Chief
pjaskulski@halescornersfire.org
Incidents by Month for Month Range
Start Month: January | End Month: July | Year: 2020

<table>
<thead>
<tr>
<th>MONTH</th>
<th>INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>95</td>
</tr>
<tr>
<td>February</td>
<td>84</td>
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<tr>
<td>March</td>
<td>80</td>
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<tr>
<td>April</td>
<td>67</td>
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<tr>
<td>May</td>
<td>91</td>
</tr>
<tr>
<td>June</td>
<td>106</td>
</tr>
<tr>
<td>July</td>
<td>132</td>
</tr>
</tbody>
</table>

Only REVIEWED incidents included
Hales Corners Fire Department
Hales Corners, WI
This report was generated on 8/12/2020 11:55:35 AM

Average Response Time per Response Mode for Station for Data Range
Station: All Stations | Start Date: 07/01/2020 | End Date: 07/31/2020

<table>
<thead>
<tr>
<th>RESPONSE MODE</th>
<th>NUMBER of APPARATUS</th>
<th>AVERAGE RESPONSE TIME in MM:SS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lights and Sirens</td>
<td>119</td>
<td>4:55</td>
</tr>
<tr>
<td>No Lights or Sirens</td>
<td>18</td>
<td>4:33</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>137</strong></td>
<td><strong>4:52</strong></td>
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</table>

Only REVIEWED incidents included
## Hales Corners Fire Department

Hales Corners, WI  
This report was generated on 8/12/2020 1:36:08 PM

### Incident Type Count per Station for Incident Status

Incident Status: All  
Start Date: 07/01/2020  
End Date: 07/31/2020

<table>
<thead>
<tr>
<th>INCIDENT TYPE</th>
<th># INCIDENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>131 - Passenger vehicle fire</td>
<td>1</td>
</tr>
<tr>
<td>311 - Medical assist, assist EMS crew</td>
<td>1</td>
</tr>
<tr>
<td>320 - Emergency medical service, other</td>
<td>6</td>
</tr>
<tr>
<td>321 - EMS call, excluding vehicle accident with injury</td>
<td>96</td>
</tr>
<tr>
<td>322 - Motor vehicle accident with injuries</td>
<td>3</td>
</tr>
<tr>
<td>357 - Extrication of victim(s) from machinery</td>
<td>1</td>
</tr>
<tr>
<td>440 - Electrical wiring/equipment problem, other</td>
<td>1</td>
</tr>
<tr>
<td>445 - Arcing, shorted electrical equipment</td>
<td>1</td>
</tr>
<tr>
<td>463 - Vehicle accident, general cleanup</td>
<td>1</td>
</tr>
<tr>
<td>550 - Public service assistance, other</td>
<td>1</td>
</tr>
<tr>
<td>611 - Dispatched &amp; cancelled en route</td>
<td>3</td>
</tr>
<tr>
<td>700 - False alarm or false call, other</td>
<td>4</td>
</tr>
<tr>
<td>715 - Local alarm system, malicious false alarm</td>
<td>1</td>
</tr>
<tr>
<td>730 - System malfunction, other</td>
<td>1</td>
</tr>
<tr>
<td>731 - Sprinkler activation due to malfunction</td>
<td>1</td>
</tr>
<tr>
<td>733 - Smoke detector activation due to malfunction</td>
<td>2</td>
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<tr>
<td>736 - CO detector activation due to malfunction</td>
<td>1</td>
</tr>
<tr>
<td>745 - Alarm system activation, no fire - unintentional</td>
<td>2</td>
</tr>
<tr>
<td>746 - Carbon monoxide detector activation, no CO</td>
<td>1</td>
</tr>
<tr>
<td>900 - Special type of incident, other</td>
<td>5</td>
</tr>
</tbody>
</table>

Total Reviewed Incidents for ST1 - Hales Corners Fire Department: 132

Displays a count of each Incident Type for the selected Date Range, grouped by Station and Incident Status.
Sunday, August 09, 2020

Chief,

I have decided that it is time for me to retire from the Hales Corners Fire Department. The decision was not easy but with increasing demands for my time at my full time job I am simply no longer an effective employee, thus my resignation as Assistant Chief of the HCFD will be effective September 1st, 2020.

I will have fond memories of the Fire Department and its many excellent members that I have been fortunate enough to work alongside since I joined the Department in 2000. There have been so many changes during the last 20 years but I believe that these changes have helped the Fire Department provide excellent Fire/EMS services to the Village. I am proud that many of our members have successfully secured full time positions with neighboring fire departments, a measure of our success in training and mentoring these previous members.

I have enjoyed learning from the Paid On Call staff and thank you for your tutelage along the way. You helped make me a better Officer and I know that you are working diligently to continue to provide excellent care and services to the residents, business owners and those passing through the Village of Hales Corners.

I will return my radio, radio charger and pager as soon as possible and my badge. I would request to keep my helmet shields and name plate from my turnout gear.

I sincerely wish you and the current members of the HCFD the very best for whatever you face in the future. As always, please consider me a resource, I will always answer your phone calls.

Respectfully Submitted,

[Signature]

Phillip F Pratt, Jr
Assistant Chief
Hales Corners Fire Department