

Pres. I. Thomson called the meeting to order at 6:30 p.m.

**1.0 ROLL CALL** – Present: Pres. I Thomson, Commissioners: T. Smyczek and S. Sannes. Trustee Liaison M. Stahl. Commissioner M. Dzick & E. Leonard absent and excused. Also present: Village President D. Besson, Trustee M. Bennett, Chief P. Jaskulski HCFD, Chief E. Cera HCPD. Audience (0)

**2.0 MINUTES:** Motion (Smyczek, Sannes) to approve minutes of October 15, 2019; unanimously approved.

**3.0 PUBLIC COMMENT** – Trustee M. Stahl reported on 2020 Budget Adopted and a recent \$3 million bond sale for road improvement projects.

**4.0 GENERAL BUSINESS**

**4.1 Chiefs Reports**

4.1.1 **Police Chief Report for October** – Chief Cera reported on statistical data presented. Reported on drug takeback box has resulted in over 70lbs in collections since spring 2019. Reported that the DARE program should be able to be accommodated due to adjusted curriculum and compressed time line. Staffing levels were at the lowest for October but they are going back up due to completions of training requirements on new hires. Two candidates from the previous recruitment are being vetted at this time but both will need to go through the academy with only one being offered the position pending successful background checks. Should neither candidate pass the background check, a new recruitment will be required. S. Sannes question regarding how long field training typically takes. E. Cera reported it is usually 12 weeks and provided they have no previous experience. Final reported matter from Chief regarding the Records Management system is that the go live is tomorrow at 4 a.m.

4.1.2 **Fire Chief Report for October** – Chief Jaskulski reported on data presented. Reported that Capt. Pablick has completed Fire Officer 1 as required as a condition of his hiring. Further, Firefighter V. Pendleton has also completed his Fire Officer 1 testing. Reported on Memorandum of Understanding with Milwaukee County and reported on Wisconsin Public Policy EMS & Fire Services Study draft is out with the final report available December 10, 2019. The representatives from the Public Policy Forum will present report to the Village Board.

4.1.2.1 **Recommendation on new hires: S. Andreas.** Chief Jaskulski reported request for new hire. Motion (Smyczek, Sannes) to approve new hire S. Andreas effective November 20, 2019 and subject to a one year probationary period; unanimously approved.

4.1.2.2 **EMS Billing – Discussion and Recommendation on Lift Assists without transport** – Chief Jaskulski reported on EMS Billing Company can accommodate this billing effort. Process would be a spreadsheet was kept and reviewed on a weekly basis to determine who would exceed a minimum number of calls per year and that Medicare will not pay. Recommendation is a scale of \$100 for the first, \$200 for the second and \$300 for the third call received in a month that is effective after a one call is received that would be “free” before the fees begin. Billing company recommends that care centers be billed directly for this and let them begin to train their staff to address abuses of the system or address care needs that may exceed what they are able to provide. This will also apply to residential homes in that the homeowner will be invoiced for

these charges. S. Sannes question whether legal challenge would result. Chief reported that nearly every other agency surrounding the Village does this and it has not been challenged. Motion (Sannes, Smyczek) to continue to develop and set up fee schedule and develop a policy for lift assists and forwarding to the Village Board for approval; unanimously approved.

4.1.2.3 **Recommendation on Automatic Aid Memorandum of Understanding (MOU) Shared Services** – Chief Jaskulski reported on MOU and that Hales Corners, Cudahy, South Milwaukee and Greendale that are not part of this agreement in the Milwaukee County region. Document will be vetted by the Village Attorney at the Village Board level to address any liability issues and he is looking for presentation at the Committee of the Whole in December. The program will divide Hales Corners into quadrants and allow for assistance from other area departments that can reduce the reliance on Franklin Fire Department to assist in care assessment sooner as the system will be designed to send the closest available unit. Motion (, Smyczek, Sannes) to forward to the Village Board for approval; unanimously approved.

4.1.2.4 **Recommendation on Driver Operator Job Description** – Chief Jaskulski presented draft description and is looking for approval to post by Thursday this week and fill the position in January, 2020. There will be a written test and an interview process that will include FPC members. Motion (Sannes, Smyczek) to approve job description as presented; unanimously approved.

4.1.2.5 **Recommendation on Charitable Drive proposal** – Chief Jaskulski reported on request to support a public service charity drive to collect funds to purchase winter coats for area children under Operation Warm in conjunction with other area departments. He has communicated with area schools who are very excited by the program. Fire personnel will be at various events collecting funds for this program and will actually deliver the coats to get a firsthand view of how this helps the community. Funds would be deposited and expended through a special fund within the Village's regular accounting system and financial institution. No recommendation was requested. Just presented as an informational item.

4.1.2.6 **Discussion on Fire Suppression Tool (FST)** – Chief Jaskulski reported on the receipt of the FST and reported on use of the tool. No action taken.

4.2 **Update on 2020 Budget** – I. Thomson question if anything further other than included reports needed to be discussed. None noted.

## 5.0 PRESIDENTS REPORT

5.1 **Update on DARE** – discussed under Police Chief Report, no further discussion.

5.2 **Overview of hiring and promotion processes** – I. Thomson reported that this was an item requested by Commission Leonard and based upon his absence is asking for the process to be presented at the next meeting to enlighten new members on how the process works prior to them being presented to the Commission.

6.0 **Set date for the next regular Fire and Police Commission meeting December 17, 2019 at 6:30 p.m.**

7.0 **ADJOURNMENT** – Motion to adjourn at 7:51p.m. (Sannes, Smyczek); unanimously carried.

Prepared by: Sandra M. Kulik, Administrator