



## **Police & Fire Commission Meeting**

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190

\*In Person and Virtual

**Monday, December 04, 2023 - 6:00 PM**

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**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

### **Police & Fire Commission Meeting**

Dec 4, 2023, 6:00 – 8:00 PM (CST)

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/430445381>

**You can also dial in using your phone.**

Access Code: 430-445-381

United States: +1 (571) 317-3122

**Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.**

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## **AGENDA**

### **CALL TO ORDER**

The meeting was called to order at 6:01 PM by Commissioner Jerry Grant

### **ROLL CALL**

#### **PRESENT**

Commissioner Jerry Grant

Commissioner Beverly Stone

Commissioner Mwita Binagi

Commissioner Marissa Aranda

Police Chief Daniel Meyer

Assistant Fire Chief Ryan Dion

Support Services Manager Sabrina Ojibway

#### **ABSENT**

Commissioner Tom Miller

### **APPROVAL OF AGENDA**

*A commissioner can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the commissioners to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

Motion made by Commissioner Binagi, Seconded by Commissioner Aranda to approve agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda.  
Motion passed.

### **CONSENT AGENDA**

*Items on the Consent Agenda will be approved together unless any commission member requests that an item be removed for individual consideration.*

Motion made by Commissioner Aranda, Seconded by Commissioner Binagi to approve consent agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda.  
Motion passed.

1. Approval of Minutes from May 10th, 2023 and August 22nd, 2023.

### **HEARING OF CITIZEN COMMENTS**

*No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

There were no citizen comments

### **NEW BUSINESS**

2. **Recognition of Police & Fire Commission Member Dr. Glenn Hayes for his service to the City of Whitewater.**

A plaque was presented to Dr. Glenn Hayes for his dedicated service as a member of the Whitewater Police & Fire Commission from 2015 through 2023.

3. **Police & Fire Commissioner Document Review**

**a. PFC Code of Ethics**

Members of the Commission in attendance read and signed the Police & Fire Commission Code of Ethics form.

**b. PFC Processes**

Members of the Commission in attendance reviewed proposed changes to the Police & Fire Commission processes to include responsibilities and expectations for Whitewater Police Department hiring, promotional, resignation, disciplinary, termination and complaint processes. In the Sworn Position New Hire Section, changes were made to reflect that the FTO and Command Staff interviews were combined in an effort to streamline and shorten the hiring process. There will no longer be a polygraph assessment conducted on new hires. In the Suspension or Demotion and Termination of Employment Sections, changes were made to reflect that a request for a hearing should be submitted in writing to the Chief of Police in working through the process with a labor attorney. The Chief of Police will then make notification to the PFC President regarding the request for a hearing.

Motion made by Commissioner Binagi, Seconded by Commissioner Aranda to approve the proposed changes to the PFC Processes.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed.

**REPORTS****4. Police Chief's Report****a. Personnel Update**

Dispatcher Emma Girling started on September 11<sup>th</sup>, 2023 and Community Service Officer Liam Fritz started on October 18<sup>th</sup>, 2023. School Resource Officer Michele Martin will be returning to patrol, the assignment is anticipated to be filled by Officer James Garcia around January 1<sup>st</sup>, 2024. With the impending resignation of Detective Lieutenant Shane Brandl mid-January 2024, there is a promotional process currently being run to fill that vacancy. Currently, there is one dispatch vacancy that still remains.

**b. Training Update**

High Risk Vehicle Contacts (HRVC) training was conducted on August 28<sup>th</sup> – 29<sup>th</sup> to provide all sworn staff with the state's updated model. Gas Mask fit testing completed by all sworn staff at Whitewater National Guard Armory the week of August 28<sup>th</sup>. Tactical Response training was completed by all sworn staff September 13<sup>th</sup> -15<sup>th</sup>. On November 9<sup>th</sup>, Lieutenant Nick Borchardt and Detective Justin Brock provided all WWUSD staff with active threat training

**c. Community Engagement Update**

On September 12<sup>th</sup>, PD staff attended "Pick a Day, Come and Play" at Washington Elementary. Lakeview Elementary hosted the Kiwanis Cops 'N Kids book reading on October 5<sup>th</sup>. Sworn officers read to two Kindergarten and First Grade classes. Officers

answered student questions about law enforcement and provided each student with a free book.

The PD hosted a Drone demonstration at the City Market on October 17<sup>th</sup>.

Multiple presentations have been held regarding the impacts of Demographic Change in the City of Whitewater:

1. October 19<sup>th</sup>: Walworth County Republican group
2. November 10<sup>th</sup>: Roundtable with Senator Ron Johnson and Representative Bryan Steil
3. November 14<sup>th</sup>: UWW College Republicans group
4. December 4<sup>th</sup>: Meeting initially scheduled with Walworth County Democratic group was pushed back to a later date

#### **d. Equipment Update**

Flock Safety ALPR Camera Installation – Grant funding was used to purchase a two-year service agreement with Flock Safety for the installation of three automated license plate reader (ALPR) cameras. The cameras were installed at strategic locations in the City and our staff are completing training in use of the Flock software program. These cameras will alert the police department of stolen vehicles that pass by the cameras and will be utilized as an investigative tool.

The Whitewater Professional Police Supervisors Association (WPPSA) union ratified their Collective Bargaining Agreement which received Common Council approval. The Whitewater Professional Police Association (WPPA) union ratified their Collective Bargaining Agreement and the Common Council will review for approval at the December 5<sup>th</sup> Council meeting.

The Wisconsin Law Enforcement Accreditation Group (WILEAG) accreditation on-site is scheduled for June 18-20, 2024.

Chief Meyer reviewed a PowerPoint presentation regarding the demographic changes within the City of Whitewater and the subsequent impacts that it has had on the police department in regards to proactive police work. Topics touched on were the impacts on traffic enforcement, increase in interpretation costs and potential solutions in the form of technology and increased staff levels.

On November 21<sup>st</sup>, 2023, the Common Council voted to approval additional resources to be directed to Police Department outside of the 2024-25 City Budget process. These funds will be used strategically in the following ways:

1. \$50,000 has been pre-funded for a staffing study. An RFP will be created to have a firm complete the study in the first quarter of 2024. All aspects of Police Department staffing will be included and this is a precursor to a potential referendum.

2. \$65,000 has been pre-funded for a firm to complete work related to a law enforcement staffing referendum. This would be dependent on the outcome of the staffing study.
3. Approximately \$54,000 has been allocated for an additional 9 Flock automated license plate reading (ALPR) cameras. This will allow the police department to have all major entrances to the City covered by these cameras, and will greatly increase investigative capabilities.

## **5. Fire Chief's Report**

### **a. Personnel Update**

The Whitewater Fire Department had three Paid on Call resignations since the last meeting. Firefighter Jon Brock, Firefighter Justin Sachse, and EMT Brody Fiedler. Resignations were due to schedule conflicts in their personal lives. Assistant Fire Chief Dion also reported one FTE resignation. Sylvia Netemeyer is leaving to explore different career options that did not require working as many nights/weekends. Currently there are internal interviews being conducted for Paid on Call membership, as the application period is always open. There will be internal interviews for the open full time position this week.

### **b. Training Update**

To date, the fire department has amassed over 1100 fire training hours for the year. This is independent of EMS training. This is due in large part to the successful referendum and the presence of full-time staffing. Members of the department are able to train during the duty day when not answering calls for service. Assistant Fire Chief Dion is still working with ALDI to be allowed access to the old Hawk Bowl property to conduct door-breaching training prior to demolition.

### **c. Community Engagement Update**

The fire extinguisher prop has been a success. The Whitewater Fire Department has conducted half a dozen training sessions since putting the prop in service approximately two months ago. Recipients of the training have been adult senior care facilities, various industries and community groups such as 4-H.

Outreach activities include: Fire Prevention Week PSAs and school visits, football game EMS standbys, station visits/tours, community race/5k standbys and Trick-or-Treat activities.

## **EXECUTIVE SESSION**

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(C) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which governmental body has jurisdiction or exercises responsibility." Items to be discussed:

## **6. Presentation of EMT/Firefighter Paid On Call Candidates for Certification**

**Interview of FTE EMT/Firefighter Candidate**

**Interview of Detective Lieutenant Candidate**

Motion made by Commissioner Aranda, Seconded by Commissioner Stone to go into closed session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed.

The Police & Fire Commission went into closed session at 6:40 PM

## **RECONVENE INTO OPEN SESSION**

Motion made by Commissioner Stone, Seconded by Commissioner Aranda to go into open session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed.

The Police & Fire Commission went into open session at 7:33 PM

### **7. Announcement Of Recommendation Concerning Whitewater Fire Department Certification Process**

Motion made by Commissioner Binagi, Seconded by Commissioner Aranda to approve the appointment of Brigette Peachey to the position of Paid on Call Paramedic, effective October 3<sup>rd</sup>, 2023. This appointment is subject to the successful completion of a 12-month probationary period

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed.

Motion made by Commissioner Aranda, Seconded by Commissioner Binagi to approve the appointment of Dustin Schneider to the position of Paid on Call Firefighter, effective October 4<sup>th</sup>, 2023. This appointment is subject to the successful completion of a 12-month probationary period

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed

### **Announcement Of Recommendation Concerning Whitewater Fire Department Hiring Process**

Motion made by Commissioner Stone, Seconded by Commissioner Aranda to approve the appointment of Matthew Rollins to the position of FTE Firefighter/EMT, effective November 5<sup>th</sup>, 2023. This appointment is subject to the successful completion of a 12-month probationary period

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed.

### **Announcement Of Recommendation Concerning Whitewater Police Department Promotional Process**

Motion made by Commissioner Aranda, Seconded by Commissioner Binagi to recommend and endorse the promotion of Patrol Lieutenant Jacob Hintz to the rank of Detective Lieutenant.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed

#### **FUTURE AGENDA ITEMS AND MEETING DATE**

It was proposed to hold a Special Session meeting during the week of January 15<sup>th</sup>, 2024 for the purpose of interviewing a Patrol Lieutenant candidate.

#### **ADJOURNMENT**

Motion made by Commissioner Binagi, Seconded by Commissioner Aranda to adjourn. Motion passed by voice vote.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Aranda. Motion passed

Meeting adjourned at 7:38 PM

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**