



Police and Fire Commission Meeting

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

*In Person and Virtual

Monday, November 18, 2024 - 6:00 PM

**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 and Fire Commission Meeting

November 18th, 2024, 6:00PM

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

<https://meet.goto.com/871025725>

You can also dial in using your phone.

Access Code: 871-025-725

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.

AGENDA

CALL TO ORDER

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

ROLL CALL

PRESENT

Commissioner Jerry Grant

Commissioner Beverly Stone

Commissioner Mwita Binagi

Commissioner Marissa Aranda

Commissioner Tom Miller

Police Chief Daniel Meyer

Assistant Fire Chief Ryan Dion

Support Services Manager Sabrina Ojibway

APPROVAL OF AGENDA

A commission member 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 Commission 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 Stone to approve modified agenda in which New Business Item 4: Open Records Training Video was moved to after the Executive Session to accommodate commission members that had already viewed the video.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. 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.

1. Approval of Minutes from July 1st, 2024.

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

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

HEARING OF CITIZEN COMMENTS

No formal Commission 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 Commission discusses that particular item.

There were no citizen comments.

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.

REPORTS**2. Fire Chief's Report****a. Personnel Update.**

POC FF/EMT resignation of Kyle Strait due to moving out of the area. Hiring of Ethan Krause to FTE from eligibility list, start date was 10/22/2024. Successful Completion of initial probation for Matthew Rollins (FTE) and Brigitte Peachey (POC). Application period is currently open for FTE FF/EMT eligibility list.

b. Training Update.

Staff has participated in safety and survival training, Battery Energy Storage Systems, and heavy lifting/stabilization for Motor Vehicle Accidents. The Fire Department also has three FTEs currently completing State Certified Fire Officer and Emergency Services Instructor, as well as one FTE in Paramedic School.

c. Community Engagement Update.

Fire Prevention week went well, WFD was able to visit all three elementary schools in their district. They conducted two fire extinguisher trainings sessions: one for library staff, and one for Hexpol, a business located in the industrial park. The pancake breakfast held in September had a great turnout.

d. Department Updates: to include pumper and ladder truck updates, collecting bids for the new bunk room construction and YTD calls for service numbers.

The new pumper should arrive within the next 60 days. The ladder truck has been pushed back another six months due to supply issues with an anticipated delivery of December 2025. Bids are currently open for construction of a new bunk room. WFD is on pace to break 2000 calls for service this year. Calls for Service are up from 2023.

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

Patrol Officers Ryan Kozlowski and Cody Schenker were hired in July and are currently attending the law enforcement academy at WCTC in Pewaukee. They'll return near the end of the year and then begin field training. Dispatcher Adam Moore started with the department in August and is currently still in training.

b. Training Update.

Department-wide Tactical Response training was completed in October at the Armory. Department-wide Firearms training was completed in October at the Walworth County Range. Department-wide Vehicle Contacts training was completed in November at the DPW garage.

c. Community Engagement Update.

Kiwanis Cops 'N Kids book reading was held at Lakeview Elementary on November 13th, 2024. Readings were conducted with four different classes.

d. Department Updates: to include a review of the Fitch & Associates staffing study, COPS Hiring Program (CHP) grant award and the consideration of a Public Safety referendum.

In regards to the Fitch & Associates staffing study, it was recommended to hire 8 sworn staff in the next 3-4 years, increase our PT Records Technician to a FT position, and address Dispatch's need to have better coverage either through hiring personnel or improving technology. Long-term storage garage should be rebuilt or repaired.

The Whitewater Police Department was notified on 9/30/24 that they were awarded \$375,000 that will help cover the cost of three patrol officers over a 3-year span. Council formally accepted the grant funds on 10/15/24. These officers will have specific duties related to addressing challenges the department is facing with the demographic change:

1. Educational Partnerships
2. Trust Building Initiatives
3. Technological Enhancements

Public Safety Referendum being considered – Following the results of the staffing study completed by Fitch & Associates, Common Council will be considering whether or not to pursue a referendum to address the staffing need within the Police Department. A request for proposals for a communications firm to assist in educating the community on the issue has already been publicly released, and if a referendum is sought, a firm will be hired.

NEW BUSINESS

2. **Review and provide feedback for Improving Public Participation at Whitewater Common Council and Committee Meetings document.**

Commission members reviewed documentation regarding the proposed framework for improving public participation at Whitewater Common Council and Committee meetings. It was recommended that the requirement to fill out a Public Meeting Appearance Card (PMAC) may not necessarily apply to the Police & Fire Commission meetings due to low attendance rate. They would like this to be optional, with the flexibility to implement based on increased attendance numbers.

4. **View Open Records training video (link will be provided to anyone not in attendance).**
 - a. **As part of our ongoing commitment to transparency and compliance with Opens Meeting Law, the below video is being shared:**

<https://youtu.be/DQg3swWDZKc>

Commissioner Grant and Commissioner Aranda were in attendance for the Open Records training video after the conclusion of the Executive Session. Commissioners Stone, Binagi and Miller had viewed the video prior to the meeting.

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 the governmental body has jurisdiction or exercises responsibility". Items to be discussed:

5. **Probationary EMT/Firefighter Employment Update.**
Presentation of EMT/Firefighter Paid on Call Candidates for Certification.

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

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

The Police & Fire Commission went into closed session at 6:25 PM

RECONVENE INTO OPEN SESSION

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

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

The Police & Fire Commission went into open session at 6:34 PM.

6. Announcement of Recommendation Concerning Whitewater Fire Department Certification Process.

Motion made by Commissioner Aranda, Seconded by Commissioner Miller to approve the appointment of Samuel Horvatin to the position of Paid-On-Call Firefighter, effective November 18th, 2024. This appointment is subject to the successful completion of a 12-month probationary period.

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

Motion made by Commissioner Aranda, Seconded by Commissioner Miller to approve the appointment of Jacob Horvatin to the position of Paid-On-Call EMT, effective November 18th, 2024. This appointment is subject to the successful completion of a 12-month probationary period.

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

FUTURE AGENDA ITEMS

Police Chief Meyer requested a reconvening of the Police & Fire Commission on Monday, December 2nd, 2024 for the purpose of patrol hiring.

ADJOURNMENT

With Commissioners Stone, Binagi and Miller leaving the meeting prior to viewing of the Open Records training, the meeting was informally adjourned at 6:41 PM due to a quorum not being in attendance. Meeting concluded at 7:16 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.