

Police and Fire Commission MEETING AGENDA



April 18, 2023 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: 4/11/2023

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. February 20, 2023 PFC Meeting Minutes
 - B. February 21, 2023 PFC Meeting Minutes
4. **COMMUNICATIONS**
5. **BILLS**
6. **OLD BUSINESS**
 - A. Discussion about peer support initiatives and department culture - Fire Department
7. **NEW BUSINESS**
 - A. Update about newly hired personnel - Fire Department
 - B. Discussion about Lieutenant promotional process - Fire Department
 - C. Discussion about opening up new recruiting process - Fire Department
8. **ADJOURN**

Supplemental Information:

- The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.
- It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.
- You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.
- The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.
- It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.

Police and Fire Commission MEETING MINUTES



February 20, 2023 - 6:00 PM
Public Safety Building
Fire Chief's Conference Room
16300 W. National Avenue

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the Police & Fire Commission meeting to order at 6:04pm at the Public Safety Building.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioners Lanser, Myers, O'Donnell, Palechek, and Piontek. Also present: Fire Chief Mark Polzin

3. APPROVAL OF MINUTES

A. January 17, 2023 Meeting Minutes

Motion by Commissioner Palechek to approve the January 17, 2023 minutes as written. Seconded by Commissioner Lanser.

Motion Passed 4 to 0, with Commissioner Piontek abstaining.

4. COMMUNICATIONS

None

5. BILLS

Froedtert Health/Workforce Health Invoice No. 00013578-00 dated January 31, 2023 in the amount of \$3,215.00 (PO 23523048) for new employee health screenings-Fire Department

Craig D. Childs, PhD, SC Invoice No. 3330 dated February 7, 2023 in the amount of \$3,500.00 (PO 23523050) for new hire evaluations-Fire Department

Organization Development Consultants, Inc. Invoice No. 13674 dated January 2, 2023 in the amount of \$2,100.00 (Check No. 216672) for new hire psychological assessments-Police Department

Michael D. O'Donnell, PFC Secretary, in the amount of \$104.98 for reimbursement of postage and office supplies (original receipts submitted)

Motion by Commissioner Lanser to approve and pay each of the above invoices that occurred during the normal course and scope of business since our last regular meeting. Seconded by Commissioner Myers.

Motion Passed 5 to 0.

6. OLD BUSINESS

7. NEW BUSINESS

8. CLOSED SESSION

- A.** The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85(1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:

Motion by Commissioner O'Donnell to enter into Closed Session at 6:10pm. Seconded by Commissioner Palechek.

Motion Passed 5 to 0.

- B.** Interview applicants for new Firefighter/EMS personnel positions-Fire Department

9. RECONVENE TO OPEN SESSION

Motion by Commissioner Myers to reconvene in Open Session at 7:20pm. Seconded by Commissioner O'Donnell.

Motion Passed 5 to 0.

- A.** Discussion and possible action on establishing an eligibility list for firefighter/EMS personnel-Fire Department
No action taken.

10. ADJOURN

Motion by Commissioner Lanser to Adjourn at 7:21pm. Seconded by Commissioner Palechek.

Motion Passed 5 to 0.

Respectfully submitted,
Michael D. O'Donnell
PFC Secretary

Police and Fire Commission MEETING MINUTES



February 21, 2023 - 1:00 PM
Public Safety Building
PSB Conference Room
16300 W. National Avenue

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the Police & Fire Commission meeting to order at 1:09pm at the Public Safety Building.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioners Lanser, Myers, O'Donnell, Palechek, and Piontek. Also present: Fire Chief Mark Polzin and Police Chief Jeff Hingiss.

3. APPROVAL OF MINUTES

4. COMMUNICATIONS

5. BILLS

Craig D. Childs, PhD, SC Invoice No. 3337 dated February 15, 2023 in the amount of \$500.00 (PO 23523066) for new hire evaluation-Fire Department
WI Department of Justice, Account G1047T January 2023 charges in the amount of \$105.00 (PO 23523049) for new hire criminal information checks-Fire Department

Motion by Commissioner Palechek to approve and pay each of the above invoices that occurred during the normal course and scope of business since our last meeting.

Seconded by Commissioner Lanser.

Motion Passed 5 to 0.

6. OLD BUSINESS

7. NEW BUSINESS

8. CLOSED SESSION

- A.** The basis for the items to be discussed in Closed Session is as enumerated in Section 19.85(1)(c) of the Wisconsin Statutes: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically:

Motion by Commissioner O'Donnell to enter into Closed Session at 1:14pm.
Seconded by Commissioner Myers.

Motion Passed 5 to 0.

- B.** Update regarding internal investigations-Police Department
- C.** Interview applicants for new firefighter/EMS personnel positions-Fire Department

9. RECONVENE TO OPEN SESSION

Motion by Commissioner Palechek to reconvene in Open Session at 2:59pm.
Seconded by Commissioner Lanser.

Motion Passed 5 to 0.

- A.** Discussion and possible action on internal investigations-Police Department
No action taken.

- B.** Discussion and possible action on establishing an eligibility list for firefighter/EMS personnel-Fire Department

Motion by Commissioner Myers to establish an eligibility list for Firefighter/EMS personnel with the following nine (9) names:

Avery Boguszewski, Taylor Brill, Laura Cecil, Brian Cutberth, Alek Felde, Daniel Knudson, Connor Kowalke, Nadia Voytovich, and Will Wendlick

The list will expire in one (1) year. All newly hired personnel are required to complete a probationary period consistent with the prevailing Rules & Regulations of the New Berlin Police & Fire Commission. Seconded by Commissioner Palechek.

Motion Passed 5 to 0.

10. ADJOURN

Motion by Commissioner O'Donnell to Adjourn at 3:01pm. Seconded by Commissioner Palechek.

Motion Passed 5 to 0.

Respectfully submitted,
Michael D. O'Donnell
PFC Secretary