



Police and Fire Commission MEETING AGENDA

May 16, 2023 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: 5/11/2023

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. April 18, 2023 Police and Fire Commission Meeting Minutes
4. **COMMUNICATIONS**
5. **BILLS**
6. **OLD BUSINESS**
 - A. Update on new hire application process - Fire Department
 - B. Update on possible Lieutenant promotional process - Fire Department
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:
 - B. Interview applicants for the position of Police Officer - Police Department
 - C. Consider removing probationary status for police personnel - Police Department
9. **RECONVENE TO OPEN SESSION**
 - A. Discussion and possible establishment of an eligibility list for the position of Police Officer - Police Department
 - B. Discussion and possible action on the recommendation of the Police Chief to end the probationary period of police personnel - Police Department
10. **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

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

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the Police & Fire Commission meeting to order at 1:00pm 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, Fire LT Nick Fisher and FF/Paramedic Amanda Barske. Excused: Police Chief Jeff Hingiss.

3. APPROVAL OF MINUTES

A. February 20, 2023 PFC Meeting Minutes

Motion by Commissioner Myers to approve the February 20, 2023 minutes as written. Seconded by Commissioner Lanser.

Motion Passed 5 to 0.

B. February 21, 2023 PFC Meeting Minutes

Motion by Commissioner Palechek to approve the February 21, 2023 minutes as written. Seconded by Commissioner Lanser.

Motion Passed 5 to 0.

4. COMMUNICATIONS

None.

5. BILLS

Fire & Police Selection, Inc. Invoice No. 20832 dated April 10, 2023 in the amount of \$360.00 for 18 on-line test codes for police officer applicants-Police Department

Motion by Commissioner Lanser to approve and pay the above invoice that was received during the normal course and scope of business since our last meeting. Seconded by Commissioner O'Donnell.

Motion Passed 5 to 0.

6. OLD BUSINESS

A. Discussion about peer support initiatives and department culture - Fire Department

Fire Department personnel led an interactive discussion with the Commissioners regarding peer support resources, which are made available to all Department members. Some members have gone through Certified Peer Support training and have the ability to coordinate services through the PFFW/IFF, CVMIC and City of New Berlin HR/EAP. The conversation described how the members feel like family and watch out for each other. New members are assigned a mentor. All members are encouraged to use the chain of command to address issues. In addition, the personnel described how professionalism is infused in all its training and activities. Members participate in shaping the culture and direction of the organization through their work on Departmental committees.

No action was taken.

7. NEW BUSINESS

A. Update about newly hired personnel - Fire Department

Chief Polzin reported that the newly hired cohort of personnel are doing well and finished their 4 week academy. Some are still in paramedic training.

No action was taken.

B. Discussion about Lieutenant promotional process - Fire Department

Chief Polzin indicated that a LT has resigned to take a position in another department and so there is a current vacancy. He indicated that other lieutenants are being recruited away at higher salaries, so there may be additional vacancies in the near future. Chief Polzin is looking at a promotional process which mirrors that used by the NBPD and will seek Commission approval of the plan next month.

No action was taken.

C. Discussion about opening up new recruiting process - Fire Department

Chief Polzin indicated that there will be a need to refresh the eligibility list for future hires and that he will be starting a process to capture some of the talent graduating this May from local fire science programs. He indicated that the recent suspension of the PFC Rules & Regulations regarding time-of-hire credentials has greatly assisted the Department in being competitive in the local marketplace.

No action was taken.

8. ADJOURN

Motion by Commissioner Palechek to Adjourn at 2:15pm. Seconded by Commissioner Myers.

Motion Passed 5 to 0.

Respectfully submitted,
Michael D. O'Donnell
PFC Secretary

