



Police and Fire Commission MEETING AGENDA

November 14, 2023 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: 11/2/2023

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. September 19, 2023 Meeting Minutes
4. **COMMUNICATIONS**
5. **BILLS**
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 government body has jurisdiction or exercises responsibility, more specifically:
 - B. Discussion regarding recommendation of Police Chief to remove probationary status for police personnel - Police Department
 - C. Update/disposition regarding internal investigation previously discussed - Police Department
 - D. Interview selectees for promotion to Detective - Police Department
 - E. Discussion regarding creation of and recruitment for new Deputy Fire Chief for Administration position - Fire Department
 - F. Discussion regarding retention of Firefighter/EMS personnel - Fire Department
9. **RECONVENE TO OPEN SESSION**
 - A. Discussion and possible action regarding recommendation of Police Chief to remove probationary status for police personnel - Police Department
 - B. Possible action regarding internal investigation - Police Department
 - C. Discussion and possible action on establishing a promotion list for the position of Detective - Police Department
 - D. Discussion and possible action regarding new Deputy Fire Chief for Administration position - Fire Department
 - E. Discussion and possible action regarding retention of Firefighter/EMS personnel - Fire 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

September 19, 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 1:02pm at the Public Safety Building.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioners Myers, O'Donnell, Palechek, and Piontek. Also present: Fire Chief Mark Polzin, Psychologist Dr. Craig Childs, Fox 6 reporter Bryan Polcyn and a tv cameraman. Excused: Commissioner Lanser and Police Chief Jeff Hingiss.

3. APPROVAL OF MINUTES

A. May 16, 2023 Police and Fire Commission meeting minutes

MOTION: Motion to Approve May 16, 2023 Minutes

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner O'Donnell
Motion 4-0

B. August 15, 2023 Police and Fire Commission meeting minutes

MOTION: Motion to Approve August 15, 2023 Minutes

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

4. COMMUNICATIONS

None.

5. BILLS

- A. Froedtert Health/Workforce Health Invoice No. 00015111-00 dated July 31, 2023 in the amount of \$430.00 (PO 23523312) for new employee health screenings-Fire Department
- B. Froedtert Health/Workforce Health Invoice No. 00015383-00 dated August 31, 2023 in the amount of \$1,290.00 (PO 23523329) for new employee health screenings-Fire Department
- C. Organization Development Consultants, Inc. Invoice No. 13847 dated July 14, 2023 in the amount of \$700.00 (PO 23521455) for new hire psychological assessment-Police Department

MOTION: Motion to approve and pay the above invoices that occurred during the normal course and scope of business since last regular meeting

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion 4-0

6. OLD BUSINESS

A. Discussion and possible action on Lieutenant promotional process - Fire Department

Discussion and possible action on Lieutenant promotional process-Fire Dept.

Chief Polzin presented some more details about the process he proposed last meeting and answered questions posed by the Commissioners, including information about costs. After discussion, the Commission concluded that the proposal seemed fair and transparent, as well as consistent with the requirements of the PFC Rules & Regulations and the current Fire Department CBA. Implementation of the new process will occur in early 2024.

MOTION: Motion to adopt the lieutenant promotional process recommended by Chief Polzin that includes the following five (5) components: an adaptive challenge paper to be authored by each applicant, an assessment center experience composed of a practical fire-based scenario, a conflict resolution role play scenario, an oral interview/resume, and a job trait/psychological assessment

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

7. NEW BUSINESS

None

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 government body has jurisdiction or exercises responsibility, more specifically:

B. Discussion with Dr. Craig Childs regarding Firefighter/EMS personnel psychological assessments and evaluations - Fire Department

MOTION: Motion to enter into closed session at 1:07PM

VOTE: Motion by: Commissioner Myers
Second by: Commissioner Palechek
Motion 4-0

9. RECONVENE TO OPEN SESSION

A. Discussion and possible action on Firefighter/EMS personnel psychological assessments and evaluations - Fire Department

MOTION: Motion to reconvene in open session at 1:54PM

VOTE: Motion by: Commissioner Palechek
Second by: Commissioner Myers
Motion 4-0

No action taken on Firefighter/EMS personnel psychological assessments and evaluations-Fire Department

10. ADJOURN

MOTION: Motion to adjourn at 2:09PM

VOTE: Motion by: Commissioner O'Donnell
Second by: Commissioner Palechek
Motion 4-0

*Respectfully Submitted,
Michael O'Donnell, PFC Secretary*

