

Police and Fire Commission MEETING AGENDA



April 16, 2024 - 1:00 PM
Public Safety Building
16300 W. National Avenue

Published: 4/12/2024

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. March 19, 2024, PFC 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. Interview applicants for the position of Police Officer - Police Department
 - C. Interview candidate for the position of Firefighter/EMS personnel - Fire 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 establishment of an eligibility list for the position 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

March 19, 2024 - 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 1:00 pm at the Public Safety Building.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Commissioner Piontek took the roll call as follows:

Present: Commissioner Myers, Commissioner O'Donnell, Commissioner Palechek, Commissioner Piontek

Excused: Commissioner Mary Claire Lanser

3. APPROVAL OF MINUTES

A. February 27, 2024, PFC Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Commissioner Palechek
Second by Commissioner Piontek
Motion Passed 4-0

4. COMMUNICATIONS

5. BILLS

A. Fire and Police Selection, Invoice No. 21492 dated March 12, 2024, in the amount of \$700 for police recruit testing - Police Department

B. Craig D. Childs, Ph.D., SC, Invoice No. 3712 dated March 15, 2024, in the amount of \$2,500.00 (PO 24523111) for five (5) new hire evaluations-Fire Department

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

VOTE: Motion by: Commissioner Palechek
Second by Commissioner Piontek
Motion Passed 4-0

6. OLD BUSINESS

None

7. NEW BUSINESS

- A. 2023 Goals & Objectives (final) - Police Department
Chief Hingiss reviewed the Police Department's goals and objectives with the Commissioners and explained why some items were ongoing or postponed.

No action was taken.
- B. 2024 Goals & Objectives - Police Department
Chief Hingiss reviewed the Police Department's goals and objectives with the Commissioners and answered questions about some of the items presented. The Chief was commended on the breadth of the goals undertaken and the work of the Command Staff after taking the training at CVMIC regarding succession planning.

No action was taken.

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:

MOTION: Motion to enter into Closed Session at 1:16 pm.

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

Note: Chief Hingiss and Melissa Beck left the Closed Session after a discussion of items B & C

- B. 2023 Self-Evaluation - Police Chief
- C. Review of staffing and 2024 resignations - Police Department
- D. Interview candidate for the position of Battalion Chief - Fire Department
- E. Interview candidates for the position of Firefighter/EMS personnel - Fire Department

9. RECONVENE TO OPEN SESSION

MOTION: Motion to reconvene in Open Session at 2:57 pm.

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

- A. Discussion and possible action on self-evaluation of Police Chief - Police Department
No action was taken
- B. Discussion and possible action on staffing and 2024 resignations - Police Department
No action was taken.
- C. Discussion and possible establishment of an eligibility list for the position of Battalion Chief - Fire Department
MOTION: Motion to establish an eligibility list for the position of Battalion Chief, New Berlin Fire Department, with the name of: Justin R. Schulpus. The list is valid for a period of one (1) year and the selectee is subject to a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police & Fire Commission.

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

- D.** Discussion and possible establishment of an eligibility list for the position of Firefighter/EMS personnel - Fire Department

MOTION: Motion to establish an eligibility list for the position of Firefighter/EMS personnel, New Berlin Fire Department, with the following names:

Matthew W. Conrad, Christian J. Janssen, and Matthew A. Kinzel. The list is valid for a period of one (1) year and selectees are subject to a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police & Fire Commission.

VOTE: Motion by: Piontek
Second by: Palechek
Motion 4-0

10. ADJOURN

MOTION: Motion to adjourn at 3:00 pm.

VOTE: Motion by: Palechek
Second by: Piontek
Motion 4-0

Respectfully submitted,
Michael D. O'Donnell
PFC Secretary