



Police and Fire Commission Meeting Agenda

December 17, 2024 - 2:00 PM
Public Safety Building
16300 W. National Avenue

Published: December 6, 2024

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. November 19, 2024 Meeting Minutes
4. **COMMUNICATIONS**
5. **BILLS**
 - A. Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting.
6. **OLD BUSINESS**
 - A. Discussion and possible action related to recommended changes to the PFC Rules & Regulations.
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. Recommendation of Fire Chief regarding possible termination of probationary period of Firefighter/EMS personnel-Fire Department
 - C. Recruitment and personnel update-Fire Department
9. **RECONVENE TO OPEN SESSION**
 - A. Discussion and possible action to terminate probationary period of Firefighter/EMS personnel-Fire Department
 - B. Discussion and possible action regarding recruitment and personnel update-Fire Department
10. **ADJOURN**

Additional Information

- The agenda packet with supplemental information related to the agenda items is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes are also posted online.
- The governing body may consider agenda items out of order

- Members, and potentially a quorum of other governmental bodies of the municipality, may be present at the meeting to gather information. No action will be taken by any governmental body other than the one referenced in this notice.
- With reasonable notice, accommodations will be provided under the Americans with Disabilities Act to meet the needs of individuals with disabilities through appropriate aids and services. For more information or to request assistance, please contact the Office of the City Clerk at (262) 786-8610.



Police and Fire Commission MEETING MINUTES

November 19, 2024 - 1:00 PM
Public Safety Building
16300 W. National Avenue

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

MINUTES

1. CALL TO ORDER

Commissioner Piontek called the meeting to order at 1:01 PM

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Commissioner Myers, Commissioner O'Donnell, Commissioner Palechek, Commissioner Piontek
Excused: Commissioner Mary Claire Lanser

Staff Present: Police Chief Jeff Hingiss and Fire Chief Mark Polzin

3. APPROVAL OF MINUTES

A. October 8, 2024 Meeting Minutes

MOTION: Motion to Approve

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

4. COMMUNICATIONS

None

5. BILLS

A. Action will be taken on invoices that were received during the normal course and scope of business since the last PFC meeting.

Organization Development Consultants, Invoice No. 14147 (PO 24523431) dated October 16, 2024, in the amount of \$1,470.00 for entry level psychological assessments - Fire Department

West Allis Fire Department, Invoice No. 2024 CPAT Testing (PO 24523432) dated October 18, 2024, in the amount of \$200.00 for new hire CPAT testing - Fire Department

MOTION: Motion to Approve

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

6. OLD BUSINESS

- A.** Discussion and possible action related to recommended changes to the PFC Rules & Regulations.

City HR Director Melissa Beck joined the meeting and went over editorial and content suggestions by the Commissioners. No action taken at this time.

7. NEW BUSINESS

None

8. CLOSED SESSION

MOTION: Motion to Enter Closed Session at 1:03 PM

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

- 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 police officer applicants - Police Department
- C.** Recruitment and personnel update - Fire Department

No action taken.

9. RECONVENE TO OPEN SESSION

MOTION: Motion to Return to open session at 2:47 PM

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

- A.** Discussion and possible establishment of an eligibility list for the position of police officer - Police Department

Motion to establish an eligibility list for the position of police officer with the following two (2) names: Chandler C. Gibson and Jessica A. Rittenhouse. The list will expire after one (1) year and all personnel hired from this list must serve a probationary period consistent with the prevailing Rules & Regulations of the City of New Berlin Police & Fire Commission.

MOTION: Motion to Approve

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

B. Discussion and possible action regarding recruitment and personnel update - Fire Department

No action taken.

10. ADJOURN

MOTION: Motion to Adjourn at 3:28 PM

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

*Respectfully Submitted,
Michael D. O'Donnell
PFC Recording Secretary*