



AGENDA

POLICE AND FIRE COMMISSION

Members

- Commissioner Kirschling
- Commissioner Moore
- Commissioner Mrozek
- Commissioner Ostrowski
- Commissioner Zenner
- Alderperson Kneebone

Date and Time: October 3, 2023
2:00 PM

Location: Community Room (Room 122)
Stevens Point Police Department
933 Michigan Avenue
Stevens Point, WI 54481

Discussion and Possible Action on the Following:

1. Roll Call.
2. President's Report
3. Approval of Minutes
4. Confirmation of Bills
5. Discussion, with possible action, on final revisions to Policies and Procedures for the Police and Fire Commission.
6. Discussion, with possible action, on approval of the 2024 Operational Budget for the Police Department.
7. Fire Chief's Report/EMS Report
8. Police Chief's Report
9. Discussion, with possible action, on the promotion of Motor Pump Operator/Paramedic Ben Schultz to the position of Lieutenant.
10. Discussion, with possible action, on the appointment of Firefighter/Paramedic Dustin Fleisner to the position of Motor Pump Operator/Paramedic.
11. Further discussion on overtime for the 40-hour Chief within the Fire Department at a straight time rate.
12. Adjournment.

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF SEPTEMBER 5, 2023**

- 1. Roll Call:** Commissioners Kirschling, Moore, Mrozek, Ostrowski

Excused: Commissioner Zenner

Also Present: Police Chief Kussow, Fire Chief Moody, Assistant Chief Rottier, Assistant Chief Williams, Assistant Chief Gemza, Assistant Chief Zvara, Division Chief Ewing, City Attorney Beveridge, Records Bureau Supervisor Tork

2. President's Report

Commissioner Moore thanked Steel King for their donation to the Stevens Point Police Department K-9 Program.

3. Approval of Minutes

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the minutes of the August 8, 2023, meeting as presented.

Ayes, all; nays, none. Motion carried.

4. Confirmation of Bills

Commissioner Ostrowski moved, seconded by Commissioner Mrozek, to approve the confirmation of the August bills.

Ayes, all; nays, none. Motion carried.

5. Discussion, with possible action, on approval of one job offer for Patrol Officer position (due to Officer Raasoch's retirement) pending medical and psychological exams.

Commissioner Kirschling moved, seconded by Commissioner Mrozek, to give James Harper a conditional offer of employment pending the successful completion of his medical and psychological exam, with the lateral step transfer and to start on or before December 4, 2023.

Ayes, all; nays, none. Motion carried.

6. Discussion, with possible action, on approval for one year eligibility list due to several expected retirements within the Police Department in 2024.

Commissioner Mrozek moved, seconded by Commissioner Kirschling, to approve the conditional offer of employment for Garrik Kjenvet in May 2024 upon successful completion of the medical and psychological exams.

Ayes, all; nays, none. Motion carried.

7. Police Chief's Report

Police and Fire Commission
City of Stevens Point

Re: August 2023 Chief of Police Report

Commissioners:

The Department would like to make you aware of the following updates:

Personnel: 45/49

Note of Interest:

- **8-7-23** Applicant interviews for new Officer to fill Officer Raasoch's open position and possible eligibility list for expected openings in early 2023.
- **8-17-23** We have been looking into getting new computer equipment and LPR readers for the new parking truck. Once the changeover on the new truck occurred, we quickly realized the equipment in the truck was old and outdated. We have agreed on a price with Minuteman Security and Life Safety and are working towards a date for install.
- Lt. Johnson met with the Crossing Guards for the 23/24 school year. All 4 crossing guards are returning, but we are still 1 short.
- **8-23-23** School Resource Officer interview with expected retirement of Officer Quisler in January of 2024. Officer Chi Yang selected as next School Resource Officer for PJ Jacob Junior High School.
- **8-25-23** K9 Barry and Handler, Sgt. Ballew, participated in the K-9 Olympics hosted by Von Liche Kennels. They took 2nd place out of 107 teams throughout the world.
- **8-28-23** Hosting Leadership in Policing with the first of three weeks of class beginning today.
- Lt. Johnson presented at the Lincoln Center on the topic of scams and how to be safe.
- Lt. Johnson is working with the staff of the Salvation Army to revamp their active assailant policies and has another presentation scheduled for their staff for Run, Hide and Fight.

- **8-30-23** Officers attended the Dream Flight at the Stevens Point Airport. The Dream flight honors senior veterans with a flight in the Spirit of Wisconsin, which is a restored Stearman biplane, the same aircraft used to train WWII aviators.

Calls of Interest:

- **8-4-23** - 400 blk of Division St. Investigation Bureau responded to a local business for a scam where the victim put \$16,000 in the bitcoin machine to someone else's account. Obtained a warrant to seize the machine and cut it open to recover the cash. Cash was recovered for the victim.
- **8-4-23** - Car Accident at the roundabout. Driver plowed through the center, took out a sign, took out a large light pole, then landed in the pond in front of Sentry. Then, his car slowly sank until fully submerged. He swam out to safety. Arrested for OWI.
- **8-7-23** - 1100 blk of Frontenac for a tree trimmer that was electrocuted while in the bucket truck. Once male was removed from bucket Officers began CPR until Fire Department arrived. Male was revived and transported to Wausau.
- **8-10-23** - Assisted County for a crash on I39 near Hwy 10 East. The driver took off on foot and Officers discovered the vehicle was stolen out of Minnesota. Officers located the driver at Kwik Trip. Arrested and transported to jail.
- **8-11-23** - 3300 blk of Howard Avenue for a report of a male attempting to break into the residence. Caller stated he broke a screen on the window and was now attempting to gain access through the garage, and had ripped a security camera off the house. Male suspect wearing all black. Vehicle was leaving the residence as Officers got to the area. Vehicle located on HH at I-39. High risk stop conducted on two occupants. Driver was arrested for domestic Disorderly Conduct, damage to property and felony bail jumping. Passenger arrested for poss. Meth, cocaine and schedule 3 drug possession after a search of the vehicle.
- **8-11-23** - 1900 blk of Briggs St. for a male not breathing. The male was overdosing and Officer Hessel administered Narcan.
- **8-12-23** - 1200 blk of Main St. for wrong way driver. Portage County Communications Center advised Officers the passenger was seen on downtown cameras dropping something and kicking it under the vehicle. Passenger arrested for possession of cocaine.
- **8-15-23** - 2600 blk of Indiana Ave. for a welfare check on male and female arguing. Male punched a hole in the wall and threatened to kill female and child. Male was arrested for disorderly conduct domestic.
- **8-18-23** - 1100 blk of Main St. for call of a male smashing down their door. Officers arrived and found lots of damage to the door and door frame. Suspect located and was very intoxicated. Arrested for disorderly conduct, criminal damage to property and criminal trespass.
- **8-22-23** - 600 blk Division St. North - Wisconsin Dells Police Department reported and attempt to locate on gray BMW with Florida plates that had been involved in an armed robbery. Det. Lepak located the vehicle in the City of Stevens Point and a high risk traffic stop was completed. Both suspects taken into custody and turned over to Wisconsin Dells Police Department.
- **8-22-23** 2800 blk of Water St for a woman waving a machete at the neighbor. Caller and neighbor having arguments over a fence that fell over and destroyed some plants. When Officers made contact the neighbor came to the door still

holding the machete. A couple guns pointed at her and several yells to put the weapon down finally convinced her to do so. Neighbor was intoxicated. Machete confiscated for safekeeping. Report and Use of Force.

- **8-24-23** – I39 at North Reserve – Flock cameras hit on a stolen vehicle out of Onieda County. Sgt. Klein located the vehicle and a high risk traffic stop was completed. The suspect was taken into custody without incident and vehicle was returned to owners. Suspect transported to jail.
- **8-25-23** 2600 blk of Indiana Ave. – Officers responded to a disturbance where the male involved had an active warrant. Male tried bailing out the window and broke his ankle. Warrant was confirmed and male was transported to hospital for medical clearance.
- **8-26-23** – 1300 blk of Second St. Officers responded for a fight in progress. One of the involved parties then fought with Officers. The male was handcuffed and transported to jail for disorderly conduct and resisting.

Monthly Use of Force Reporting (annual total in parenthesis):

Number of Use of Force Incidents: 6 (37)

August Use of Force Summaries

- **8-7-23** – Members from SPPD executed a search warrant at a residence looking for narcotics. During the execution of the warrant members pointed their firearms at occupants inside the residence, taking them into custody without injury or incident.
- **8-11-23** – SPPD Officers were dispatched to a report of an unknown male attempting to break into a residence. While en-route the suspect fled the area in a vehicle. SPPD Officers located the vehicle and conducted a high-risk traffic stop on it, pointing their firearms at the vehicle and the occupants, issuing commands. There were two occupants in the vehicle, and both were taken into custody without incident or injury.
- **8-22-23** – SPPD Officers had received an alert that a vehicle wanted in questioning about demanding money from people with a gun visible on the dash, was in the area. Officers located the vehicle in Stevens Point and conducted a high-risk traffic stop on the vehicle. All Officers involved pointed their firearms at the vehicle and the occupants while they were being taken into custody without incident or injury.
- **8-22-23** – SPPD Officers were called to a residence for a report of a person holding a machete, intoxicated, and causing a disturbance. Upon arrival Officers made contact at the front door with the person, who still had the machete. The person attempted to get outside, but Officers were able to keep the screen door shut, while they drew their firearms and issued commands to drop the weapon. One Officer also drew their taser device. The person eventually dropped the machete and was brought outside for questioning. No injuries
- **8-24-23** – SPPD Officers received a stolen vehicle alert from our Flock Cameras on the City's Eastside. Officers located the vehicle and conducted a high-risk traffic stop. During the stop the Officers pointed their firearms at the vehicle's occupant until the occupant was taken into custody without incident.

- **8-27-23** – SPPD Officers were dispatched to a disturbance downtown on the square near some of the taverns. Officers observed a subject who had an injury to their face, who appeared to be in an argument with another subject. While Officers tried to talk with this subject, the subject tried to leave the area. Officers tried to stop the subject and eventually had to take the subject to the ground as he kept pulling away. They also removed their taser at one point, but re-holstered. Once on the ground the suspect kept their arm under their body, not allowing handcuffs to go on. Eventually the suspect was handcuffed and arrested. One Officer received minor injuries during the take down of the suspect. The suspect was not injured from the use of force.

Mental health related incidents: Officers Responded to the following in August:

- Total welfare checks for 2023 = 540
- 98 Welfare checks
- 10 Voluntary
- 4 Chapter 51's
- 2 alcohol commitment

Investigation Bureau:

- **Bitcoin** fraud investigation for \$16,000. Warrant obtained and monies seized from machine.
- **6 Backgrounds** completed by Investigators for new Officer applicants.
- **Narcotics Officers** confidential informant/warrant services training through FBI.
- **8-17-23 Central WI Drug Task Force** participated in narcotics detail downtown Stevens Point. Apprehended one subject with narcotics(21.97 grams crack cocaine, 4.5 grams meth pills, 1.78 grams of marijuana and in possession of a firearm.

Training:

08/04/23	School Dist. SRM	SPASH	Brooks
08/04/23	School Dist. SRM	SPASH	Uitenbroek
08/04/23	School Dist. SRM	SPASH	Quisler
08/04/23	School Dist. SRM	SPASH	Kramer
08/04/23	School Dist. SRM Cancelled	SPASH	Marchel
08-6-8-2023	Summer Chiefs Conf.	Green Bay	Kussow
08-14-23-8-22-23	Instructor Firearms	Jefferson Co. SO Range	Clark
08/17/23	TIME TAC Officer	SPPD	R, Long
08/09/10/2023	Leadership in Police Organizations	SPPD	Uitenbroek
08/09/10/2023	Leadership in Police Organizations	SPPD	M. Long
08/09/10/2023	Leadership in Police Organizations	SPPD	Lawrynk
08/09/10/2023	Leadership in Police Organizations	SPPD	Klein
08/09/10/2023	Leadership in Police Organizations	SPPD	Roser
8/9-11/2023	WNOA Summer	Green Bay	Lawrynk
8/9-11/2023	WNOA Summer	Green Bay	Lepinski
08/28/23	Field Training Officer cancelled	Fox Valley Tech, Appleton	Lee
09-21,22-2023	Evidence Management Cancelled	Milwaukee SO, Milwaukee	Mueller
08-21-22,2023	Sexual Offenses: Mind and Motivation	Madison	S. Poeschel
08/22,23,24,25	CI Rescue/ Warrant Services FBI	Plover/Marathon Co	Lawrynk
08/20/24	K-9 Olympics	Indiana	Ballew
09/06/23	DRE -Re-cert	NWTC , Green Bay	Lee
08/22,23,24,25	CI Rescue/ Warrant Services FBI	Plover/Marathon Co	Lepinski

Field Training (FTO):

- Probationary Officer Will Klismith progressing in step 3 and expected to be in shadow step on Sept. 7, 2023.

Auxiliary Unit:

- Fred Strasser was assigned Sergeant and Andrew Hensel was assigned Corporal.
- 8-19-23 – KI Mobility Picnic
- Jack Stand Car Club (every Saturday in August)
- 8-18-23 – SPASH Football Game
- Monthly training topic was Policy 340 – Standards of Conduct and Use of SPPD vehicle checks.

School Resource Officers:

SPASH

- SRO Kramer is assigned to the Investigation Bureau for the summer.

PJ Jacobs

- SRO Quisler is assigned to Patrol for the summer.

Ben Franklin

- SRO Marchel and K-9 Willow are assigned to the Investigation Bureau for the summer.

K9 – Barry

- 8-20-23 K9 Barry and Handler, Sgt. Ballew, participated in the K-9 Olympics hosted by Von Liche Kennels. They took 2nd place out of 107 teams throughout the world.
- 8-1-23 Hwy 66 at I39 – Assisted Portage County Sheriff's Office with traffic stop.
 - .5 grams of methamphetamine
 - 2 arrested

Respectfully submitted,

*Chief Robert Kussow
Stevens Point Police Department*

Commissioner Moore moved, seconded by Commissioner Mrozek, to approve the Police Chief's report and place it on file for August 2023.

Ayes, all; nays, none. Motion carried.

8. Discussion, with possible action, on moving forward with the employment of entry level Firefighter/Paramedics Josh Sturgess and Connor Rowe.

Commissioner Kirschling moved, seconded by Commissioner Mrozek, to approve the employment of entry level Firefighter/Paramedics Josh Sturgess and Connor Rowe upon completion of requirements of conditional offer.

Ayes, all; nays, none. Motion carried.

9. Discussion, with possible action, on changes to the Fire/EMS monthly reports.

Per Fire Chief Moody, no action, discussion only.

10. Update on the Fire Department's capital budget for 2024.

11. Fire Chief's Report/EMS Report

Police & Fire Commission

Fire Chief's Report – August 2023

48 Members Approved

46 positions Funded

44 Staffed

Significant Events

- | | |
|--|------------|
| • Fire Marshal Malin and Higgins Recruit Academy | 08/07/2023 |
| • Popup Splash Pad at SPASH | 08/24/2023 |
| • Dream Flight | 08/30/2024 |
| • Northside Power Outage | 08/31/2024 |

Fires

- | | |
|-------------------------------------|----------|
| • Structure Fires-2 | YTD (19) |
| • Vehicle Fires-1 | YTD (3) |
| • Brush, Grass, Wildland Fires-0 | YTD (6) |
| • Trash/Dumpster Related Fires-2 | YTD (7) |
| • Cooking Incidents-4 | YTD (20) |
| • Chimney Fire -0 | YTD (1) |
| • Excessive Heat, Scorch, No Fire-0 | YTD (8) |
| • Electrical Issues-2 | YTD (21) |

EMS/Rescue

- | | |
|------------------------------------|-----------|
| • EMS Assist Calls-55 | YTD (450) |
| • Assist Invalid-0 | YTD (0) |
| • Vehicle Accidents-2 | YTD (15) |
| • Assist Other Government Agency-2 | YTD (4) |
| • EMS Call, Other-2 | YTD (4) |

Alarms

- | | |
|-----------------------------|----------|
| • False Alarms Responses-16 | YTD (94) |
|-----------------------------|----------|

Hazardous Materials

- | | |
|--|----------|
| • Carbon Monoxide Detected-0 | YTD (4) |
| • Natural Gas Detected- | YTD (9) |
| • Gasoline and Flammable Leak/Spill- | YTD (4) |
| • Hazardous Investigation nothing found-4 | YTD (16) |
| • Oil/Combustible Spill included Vehicle Accidents-3 | YTD (9) |
| • Chemical Spills-0 | YTD (1) |

Other Incidents

• Animal Rescue-0	YTD (4)
• Burning Regulation Issues-1	YTD (46)
• Citizen Complaints-0	YTD (0)
• Water/Steam Leak-0	YTD (0)
• Smoke Scare, Odor of Smoke, Steam Mistaken for smoke-1	YTD (11)
• Ring Removal-0	YTD (1)
• Dispatched and Cancelled Enroute-1	YTD (23)
• Nothing Found on Arrival-0	YTD (1)
• General Service Call-0	YTD (1)
• EMS or Fire Standby-0	YTD (2)
• Bomb Scare-0	YTD (0)

Technical Rescue

• Water/Ice Incidents-1	YTD (5)
• Rope/High Angle Rescue-0	YTD (0)
• Extrication of Victim from Elevator/Machine-	YTD (3)
• Extrication of Victim from a Vehicle-	YTD (3)
• Extrication of Victim from Building-0	YTD (0)

Monthly Total (98)

Year to Date Total (801)

Total Fire Losses City Property-\$3,500
Total City Property Saved-\$ 1,501,700

YTD: \$309,600
YTD: \$7,349,000

Monthly Training:

- Team Building
- Metro Fire Training
- Small Engines Chainsaws/K12, Generators
- Fire attack and Hose Movement
- Nozzle Training
- Lineage cold storage tours
- Hose Testing
- Rope Rescue
- Drafting
- Blast Injuries
- Meet the Medical Examiner and Morgue

Public Activities:

- | | |
|--------------------------------|------------|
| • YMCA Hero Day | 08/02/2023 |
| • Red Hot Summer Senior Safety | 08/09/2023 |
| • Park Ridge Village Picnic | 08/13/2023 |

- Explorer Post Meeting 08/16/2023
- Excel Preschool Friendly Firefighter and Truck 08/29/2023
- UWSP Fire Extinguisher Training 08/23/2023

Stevens Point Fire and EMS Department Activities Report August 2023

Training:

- Blast injuries
- Ferno Stair Chair in-service
- Medical Examiner training
- AC Gemza participated in "Pediatric Disaster Response and Emergency Preparedness (FEMA MGT-439)"

New Equipment: **The new Ferno** Transcend Stair Chair with POWERTraxx was placed in service. Portage County purchased 4 chairs, SPFD received 2 chairs for Medic 1 and 2. The chairs provides maximum safety and power when transporting a patient up or down stairs. To learn more, visit the below website.

<https://ferno.com/us/product/transcend-stair-chair-with-powertraxx?hl=en-us>

EMT Basic Ride-a-longs: Our long partnership with MSTC prehospital education continues. SPFD participate in the EMT Basic ride-a-long program.

Dream Flight: Assisted the Dream Flight Program by helping Veterans board and off board the plane.

Public Education:

- Summer Safety Series at the Lincoln Center

Respectfully submitted,

Joseph A. Gemza, Jr.
Assistant Chief of EMS

Medic 1			
	Month	YTD	2022 YTD
Responses	215	1488	1347
Transport/Treat ALS	150	1018	871
Transports BLS	4	19	45
Cancel/Refuse/No Trans	61	448	423
Hosp to Hosp	2	8	13

Medic 2			
	Month	YTD	2022 YTD
Responses	106	851	830
Transport/Treat ALS	79	587	512
Transports BLS	3	12	30
Cancel/Refuse/No Trans	24	251	286
Hosp to Hosp	1	3	0

Medic 3			
	Month	YTD	2022 YTD
Responses	5	182	179
Transport/Treat ALS	5	125	123
Transports BLS	0	9	8
Cancel/Refuse/No Trans	0	48	47
Hosp to Hosp	0	0	1

Medic 4			
	Month	YTD	2022 YTD
Responses	4	76	50
Transport/Treat ALS	4	38	27
Transports BLS	0	9	1
Cancel/Refuse/No Trans	0	29	15
Hosp to Hosp	0	0	0

Medic 5			
	Month	YTD	2022 YTD
Responses	0	16	15
Transport/Treat ALS	0	9	10
Transports BLS	0	0	0
Cancel/Refuse/No Trans	0	4	6
Hosp to Hosp	0	0	0

Fire Department Apparatus			
	Month	YTD	2022 YTD
Responses	0	3	n/a
Transport/Treat ALS	0	0	n/a
Transports BLS	0	0	n/a
Cancel/Refuse/No Trans	0	0	n/a
Hosp to Hosp	0	0	n/a

Totals			
	Month	YTD	2022 YTD
Responses	330	3097	3080
Transport/Treat ALS	238	2014	1984
Transports BLS	7	99	95
Cancel/Refuse/No Trans	85	966	966
Hosp to Hosp	3	20	19

Vehicle	Year	Make	Model	Current Vehicle Miles
51Med1-A918	2021	IH	CV	28020
51Med2-A187	2018	Ford	F-550	94576
51Med3-A184	2018	Ford	F-550	84313
51Med4-A211	2015	Ford	F-550	74939
51Med5-A554	2010	IH	4300	162482

Simultaneous Calls			
Units	Month	YTD	2022 YTD
2	64	527	475
3	6	78	53
4	3	10	14
5	0	3	3

Car 5 Response			
Responses	Month	YTD	2022 YTD
	24	146	133

RRU Response Location			
	Month	YTD	2022 YTD
V Plover	3	15	11
V Almond	0	0	0
V Amherst	0	1	1
V Amherst Jct	0	0	0
V Jct City	0	7	3
V Nelsonville	0	0	0
V Park Ridge	0	0	0
V Rosholt	2	8	7
V Whiting	6	22	21

T Alban	0	2	4
T Almond	0	1	0
T Amherst	0	0	1
T Belmont	0	0	0
T Buena Vista	0	0	0
T Carson	0	13	13
T Dewey	2	19	5
T Eau Claire	2	6	4
T Grant	0	0	0
T Hull	4	24	26
T Linmark	0	1	0
T Linwood	1	5	6
T New Hope	0	0	0
T Pine Grove	0	0	1
T Plover	0	5	1
T Sharon	2	8	9
T Stockton	1	13	18
Other	0	0	0
St Point	1	3	0

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the Fire Chief's report and place it on file for August 2023.

Ayes, all; nays, none. Motion carried.

12. Discussion, with possible action, on final revisions to Policies and Procedures for the Police and Fire Commission.

No action taken. Commissioners are to look over the complete Policies and Procedures as presented by City Attorney Beveridge and make a motion at next month's meeting.

13. Adjournment.

The meeting adjourned at 3:30 p.m.

Date Paid	Vendor Name	Description	Amount Paid
09/22/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	1,165.52
09/13/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #2	60.00
09/26/2023	CHIPPEWA VALLEY TECHNICAL COLLEGE	REGIONAL HIRING PROCESS	500.00
09/13/2023	LEXIPOL LLC	ANNUAL FIRE PROCEDURES, MANUALS, & DAILING TRAINING	6,000.05
09/26/2023	BOUND TREE MEDICAL LLC	BATTERY FOR SUCTION UNIT	75.72
09/13/2023	MADA CUSTOM APPAREL & SPORTING GOODS	CITIZEN ACADEMY JACKETS X4	135.40
Grand Totals:			7,936.69



STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

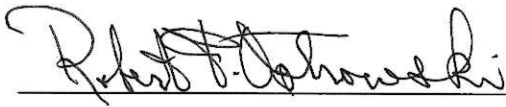
*The Uniform Allowance line item is also used for the total annual allowance of \$5015, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2023

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	15,448	15,448	(2,848)	122.60
GAS/ELECTRIC CHARGES	100.52.25300.2200	20,029	12,566	12,566	7,463	62.74
TELEPHONE UTILITY CHARGES	100.52.25300.2203	7,000	5,998	5,998	1,002	85.69
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,705			2,705	.00
TV SERVICES	100.52.25300.2212	1,500	648	648	852	43.21
IT/COMPUTER EQUIPMENT	100.52.25300.2800	2,000	63	63	1,937	3.17
CONTRACTED SERVICES - GEN	100.52.25300.2902	2,000	2,227	2,227	(227)	111.33
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	12,000	8,858	8,858	3,142	73.82
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	500	628	628	(128)	125.66
GENERAL OFFICE SUPPLIES	100.52.25300.3001	1,500	1,276	1,276	224	85.09
GENERAL EQUIPMENT	100.52.25300.3025	5,163	28,499	28,499	(23,336)	551.99
MEMBERSHIP DUES	100.52.25300.3202	500	518	518	(18)	103.50
MILEAGE EXPENSES	100.52.25300.3301	1,000	195	195	805	19.47
GEN BUILDING MAINT & SUPPLIES	100.52.25300.3550	10,500	5,038	5,038	5,462	47.99
MISCELLANEOUS EXPENSES	100.52.25300.5000		90	90	(90)	.00
WELLNESS EXPENSES	100.52.25300.5021	3,000	3,340	3,340	(340)	111.32
GEN HEALTH/SAFETY EXP	100.52.25300.5601	500	129	129	371	25.85
PUBLIC EDUCATION EXP	100.52.25300.5650	2,000	2,012	2,012	(12)	100.60
COVID-19 EXPENDITURES	100.52.25300.5700					.00
GEN SEMINAR/EDUCATION EXP.	100.52.25300.5910	5,000	3,217	3,217	1,783	64.34
PRE-EMPLOYMENT TESTING	100.52.25300.5911	3,000	4,373	4,373	(1,373)	145.76
EDUCATIONAL COMPENSATION	100.52.25300.5912	4,000			4,000	.00
REGULATED MANDATED EXPEND	100.52.25300.5913	1,000			1,000	.00
CONTRACT'L RTN OF SURPLUS FDS	100.52.25300.5980					.00
COMPUTER SYSTEM UPGRADES	100.52.25300.8000					.00
STATION UPGRADES	100.52.25300.8100					.00
TOTAL FUND EXPENDITURES		97,497	95,123	95,123	2,374	97.57

Date Paid	Vendor Name	Description	Amount Paid
09/26/2023	FISHER, BRYAN	TURN OUT GEAR REIMB - BOOTS	100.00
09/26/2023	FOURNESS, LUKE	TURN OUT GEAR REIMB - BOOTS	100.00
09/13/2023	UNIFORM SHOPPE OF GRN BAY INC, THE	HOPFENSBERGER - CLASS A STRIPES	15.00
09/26/2023	UNIFORM SHOPPE OF GRN BAY INC, THE	INITIAL ISSUE - SS/LS SHIRTS - HIGGINS	101.40
09/22/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	1,165.54
09/08/2023	STEVENS POINT PUBLIC UTILITIES	1701 FRANKLIN ST	779.93
09/13/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #1	63.30
09/26/2023	CHIPPEWA VALLEY TECHNICAL COLLEGE	REGIONAL HIRING PROCESS	500.00
09/13/2023	LEXIPOL LLC	ANNUAL FIRE PROCEDURES, MANUALS, & DAILING TRAINING	6,000.04
09/13/2023	SPECTRA PRINT	BUSINESS CARDS - MALIN	52.00
09/13/2023	POINT TROPHY LLC	STAFF METAL PLATE ENGRAVING	111.24
09/13/2023	POINT TROPHY LLC	GOLD FRAME	10.54
09/13/2023	POINT TROPHY LLC	ACCOUNTABILITY TAGS	11.00
09/13/2023	MADA CUSTOM APPAREL & SPORTING GOODS	CITIZEN ACADEMY JACKETS X4	135.40
09/13/2023	MID-STATE TECHNICAL COLLEGE	ACLS - PEPPARD	10.00
09/13/2023	NORTHSTAR ENVIRONMENTAL TESTING LLC	TRAINING HOUSES - ASBESTOS TESTING	1,498.00
09/08/2023	INFOBUREAU SERVICES INC	BACKGROUND CHECK - FIRE APPLICANT	15.00
Grand Totals:			10,668.39



STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

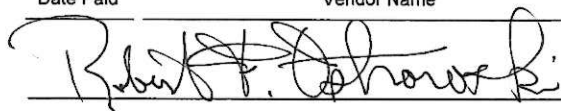
*The Uniform Allowance line item is also used for the total annual allowance of \$7185, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2023

GENERAL FUND - FIRE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25270.1670	18,900	20,973	20,973 (	2,073)	110.97
GAS/ELECTRIC CHARGES	100.52.25270.2200	18,029	12,566	12,566	5,463	69.70
TELEPHONE UTILITY CHARGES	100.52.25270.2203	5,000	9,154	9,154 (	4,154)	183.07
WATER/SEWER UTIL CHARGES	100.52.25270.2204	2,705	2,602	2,602	103	96.19
TV SERVICES	100.52.25270.2212	1,325	870	870	455	65.66
IT/COMPUTER EQUIPMENT	100.52.25270.2800					.00
CONTRACTED SERVICES - GEN	100.52.25270.2902	2,000	4,495	4,495 (	2,495)	224.77
IT CONTRACTED SERVICES	100.52.25270.2906	2,000			2,000	.00
SOFTWARE LICENSE FEES	100.52.25270.2907	15,000	6,527	6,527	8,473	43.51
CONTRACTED RADIO/COMM MAINT	100.52.25270.2913	2,000	1,488	1,488	512	74.40
GENERAL OFFICE SUPPLIES	100.52.25270.3001	3,000	1,924	1,924	1,076	64.12
MEMBERSHIP DUES	100.52.25270.3202	4,500	1,143	1,143	3,358	25.39
MILEAGE EXPENSES	100.52.25270.3301	1,000	196	196	804	19.65
GEN BUILDING MAINT & SUPPLIES	100.52.25270.3550	10,000	8,329	8,329	1,671	83.29
FIRE HOSES & FITTINGS	100.52.25270.3650	1,000			1,000	.00
GENERAL FIRE EQUIPMENT	100.52.25270.3651	8,975	48,299	48,299 (	39,324)	538.15
PERSONAL FIRE EQUIPMENT	100.52.25270.3652	2,500	2,473	2,473	27	98.92
MISCELLANEOUS EXPENSES	100.52.25270.5000		164	164 (	164)	.00
GEN HEALTH/SAFETY EXP	100.52.25270.5601	2,000	216	216	1,784	10.81
PUBLIC EDUCATION EXP	100.52.25270.5650	5,000	4,007	4,007	993	80.15
GEN SEMINAR/EDUCATION EXP	100.52.25270.5910	17,500	13,254	13,254	4,246	75.73
PRE-EMPLOYMENT TESTING	100.52.25270.5911	3,630	6,156	6,156 (	2,526)	169.58
EDUCATIONAL COMPENSATION	100.52.25270.5912	10,000	530	530	9,470	5.30
FIRE DEPT DONATION EXP	100.52.25270.5930		27,991	27,991 (	27,991)	.00
COMPUTER SYSTEM UPGRADES	100.52.25270.8000	2,000			2,000	.00
STATION UPGRADES	100.52.25270.8100	2,500	5,137	5,137 (	2,637)	205.49
BREATHING APPARATUS	100.52.25270.8500	3,500	978	978	2,522	27.93
TOTAL FUND EXPENDITURES		144,064	179,471	179,471 (	35,407)	124.58

Date Paid	Vendor Name	Description	Amount Paid
09/08/2023	PORTAGE COUNTY TREASURER	CITY SHARE - RANGE ELECTRIC BILL	28.03
09/26/2023	VERIZON WIRELESS - NJ	POLICE DEPT - CELL PHONES - REPLACES LOST CHECK #177	313.89
09/26/2023	VERIZON WIRELESS - NJ	POLICE DEPT - CELL PHONES	802.90
09/26/2023	CHARTER COMMUNICATIONS - 223085	SPECTRUM BUSINESS TV - SPPD - 933 MICHIGAN AVE	81.22
09/08/2023	PORTAGE COUNTY TREASURER	INTERPRETER SERVICES - APRIL-MAY C23-03865, C23-03870, C	67.65
09/08/2023	SUMMIT FIRE PROTECTION	FIRE EXTINGUISHER RECHARGE	45.00
09/08/2023	COMPLETE OFFICE OF WI INC	TONER (SS DESK)	177.30
09/26/2023	COMPLETE OFFICE OF WI INC	TONER (RB & IB)	709.82
09/26/2023	COMPLETE OFFICE OF WI INC	BUBBLE MAILERS, DRY ERASE CALENDARS & MARKERS, 2024	443.01
09/26/2023	COMPLETE OFFICE OF WI INC	2024 PLANNERS	40.48
09/26/2023	TRI-TECH FORENSICS INC	GUN BOX (3)	157.17
09/26/2023	TRI-TECH FORENSICS INC	DNA SWABS/APPLICATORS	38.17
09/08/2023	O'REILLY AUTO PARTS	ANTIFREEZE	68.97
09/08/2023	O'REILLY AUTO PARTS	CREDIT	11.46-
09/08/2023	O'REILLY AUTO PARTS	WINDSHIELD WASHER FLUID	157.92
09/08/2023	O'REILLY AUTO PARTS	BRAKE ROTORS/PADS	157.21
09/08/2023	STEVENS POINT AUTO CENTER	EXHAUST PIPE	82.36
09/08/2023	STEVENS POINT AUTO CENTER	PANEL BRACKET	91.32
09/08/2023	STEVENS POINT AUTO CENTER	COOLANT HOSE/VALVE	279.81
09/08/2023	JOHNSON TOWING	TOW CSO VEHICLE FROM ACCIDENT 5/26/23	849.00
09/08/2023	PUROCLEAN	CLEAN BLOOD FROM SQUAD	275.00
09/26/2023	RAY O'HERRON CO INC	VEST CARRIER - JADON SOLIS	251.09
09/26/2023	RAY O'HERRON CO INC	SHORTS - JADON SOLIS	70.03
09/08/2023	UNIFORM SHOPPE OF GRN BAY INC, THE	MEDALS OF MERIT (5)	388.75
09/26/2023	ASPIRUS INC	ETOH BLOOD DRAWS	198.00
09/26/2023	MADA CUSTOM APPAREL & SPORTING GOODS	CITIZEN'S ACADEMY JACKETS (SPPD SHARE OF COST)	261.80
09/26/2023	RAY O'HERRON CO INC	VEST ALTERATION - POLICE AUXILIARY	68.00
09/26/2023	BALLEW, JEREMIAH	MEAL REIMB - 9/6/23-9/7/23 PICK UP NEW K-9, DENVER, IN	35.00
09/26/2023	DIENGER, JASON	MEAL REIMB - 9/6/23-9/7/23 PICK UP NEW K-9, DENVER, IN	35.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 9/10/23-9/15/23 K-9 TRAINING, DENVER, IN	202.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 9/17/23-09/22/23 K-9 TRAINING, DENVER, IN	202.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 9/24/23-10/1/23 K-9 TRAINING, DENVER, IN	272.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 10/2/23-10/8/23 K-9 TRAINING, DENVER, IN	245.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 10/9/23-10/15/23 K-9 TRAINING, DENVER, IN	245.00
09/08/2023	DIENGER, JASON	MEAL REIMB - 10/16/23-10/20/23 K-9 TRAINING, DENVER, IN	175.00
09/26/2023	UITENBROEK, BEN	MEALS REIMB - 9/6/23-9/7/23 PICKUP NEW K-9, DENVER, IN	35.00
09/26/2023	VOHNE LICHE KENNELS INC	NEW K-9 COYE	11,000.00
09/26/2023	VOHNE LICHE KENNELS INC	K-9 COYE & HANDLER CLASSES WITH LODGING	10,425.00
09/26/2023	WILLIAMS, DANA	MEAL REIMB - 9/6/23-9/7/23, PICK UP NEW K-9, DENVER, IN	35.00
09/08/2023	BALLEW, JEREMIAH	MEAL REIMB - 8/2/23-8/25/23 K-9 OLYMPIC & RECERTIFICATION,	140.00
09/08/2023	CLARK, JOSEPH	MEAL REIMB - 8/14/23-08/22/23 FIREARMS INSTRUCTOR TRNG,	211.00
09/08/2023	POESCHEL, STORMY	MEAL REIMB - 8/21/23-8/22/23 SEXUAL OFFENSES: MIND AND M	53.00
09/08/2023	BALLEW, JEREMIAH	TUITION REIMB - SUMMER 2023	5,250.00
09/08/2023	INFOBUREAU SERVICES INC	RECORDS CHECKS - POLICE APPLICANTS	45.00
09/26/2023	PERSONNEL EVALUATION INC	PERSONNEL TESTING - POLICE APPLICANTS	202.00
09/22/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	5,683.87
09/26/2023	TAYLOR, MARGARET CAROL	CLEANING SERVICES - 933 MICHIGAN AVE - SPPD	1,600.00
09/26/2023	WERNER ELECTRIC SUPPLY COMPANY	LED/BALLAST (25)	205.25
09/26/2023	WM CORPORATE SERVICES INC	GARBAGE/RECYCLING - SPPD 933 MICHIGAN AVE	307.05
09/08/2023	FRANK'S HARDWARE	VAC BREAKER REPAIR KIT	6.29
09/26/2023	MIDSTATE LOCK & SAFE LLC	DOOR (RECORDS SUPERVISOR)	256.00
09/26/2023	MIDSTATE LOCK & SAFE LLC	DOOR (BOYS & GIRLS CLUB)	130.00
09/08/2023	NASSCO INC	PAPER TOWELS, CAN LINERS, BATH TISSUE	232.81
09/26/2023	NASSCO INC	PAPER LINERS, AIR FRESHNERS, BATH TISSUE	153.23
Grand Totals:			43,473.94

Date Paid	Vendor Name	Description	Amount Paid
			

STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*The Uniform Allowance line item is also used for the total annual allowance of \$5700, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

**INTRODUCTION:
ADMINISTRATIVE Rules and PROCEDURES
OF THE
STEVENS POINT POLICE AND FIRE COMMISSION**

The Stevens Point Police and Fire Commission ("PFC") exists pursuant to Wis. Stats. § 62.13 and provides oversight of the Stevens Point Police Department ("SPPD") and Stevens Point Fire Department ("SPFD"). The PFC has created these Rules and Administrative Procedures ("PFC Rules") pursuant to the authority granted to it under Wisconsin Law and Chapter 3 of the Stevens Point Revised Municipal Code. Additionally, the PFC is an "optional powers" commission as identified under Wis. Stats. § 62.13(6). Under that statute, the PFC has the additional authority to do the following:

- To organize and supervise the fire and police, or combined protective services, departments and to prescribe rules and regulations for their control and management.
- To contract for and purchase all necessary apparatus and supplies for the use of the departments under their supervision, exclusive of the erection and control of the police station, fire station, and combined protective services station buildings.
- To audit all bills, claims and expenses of the fire, police, and combined protective services departments before the same are paid by the city treasurer.

The Stevens Point Common Council ("Common Council") has enacted administrative policies ("City Administrative Policies") which generally apply to city employees. Those policies relate to employee benefits, fair employment practices, personnel selection and other personnel procedures.

Certain City Administrative Policies regarding personnel selection and hiring, related personnel matters, may not apply to protective service employees because personnel recruitment and selection are the responsibility of the Police and Fire Commission (Commission) under ss. 62.13 Wis. Stats. Suspension, reduction in rank, dismissal, layoffs and recalls are governed by statute and case law.

The Fire and Police Chiefs have statutory authority to operate their departments. Department directives and standard operating procedures are established by the Chiefs.

When a Chief finds that a department policy is impeding the efficient operation of the department, the Chief will review the issue, develop an appropriate response or course of corrective action, implement the plan, monitor for effect, and/or if necessary bring the issue before the Commission for proper authorization to make the necessary change.

All Police and Fire Department employees are encouraged to bring concerns and suggestions to their respective Chiefs through each Department's established chain of command according to published protocol based on the nature of the concern. Personnel wishing to pursue further on an issue that has been reviewed within their Department may contact the PFC President to arrange for presentation to the Police and Fire Commission.

A copy of these policies will be provided to the Mayor, the City Clerk, the City Personnel Office and other persons upon request. These PFC Rules shall be provided to the City's Community Media Department for

publication on the City's website.

These policies will be part of the orientation and ongoing training of all Police and Fire Department employees. Verification of training will be recorded in each Department's training records.

The job positions and policies in this document are established based on the statutory authority granted to the City of Stevens Point and the Stevens Point Police and Fire Commission by Wis. Stats. § 62.13. Policies may be added, revised or repealed by a majority of the Commission members present and voting at a legally-noticed public meeting.

ADMINISTRATIVE PROCEDURES

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Introduction through section 3.03 recodified 11-13-01

Section 3.04 through 4.01 recodified 12-11-01

Section 4.02 through 5.03 recodified 01-15-02

Section 5.04 through 6.02 recodified 02-12-02

Section 6.03 through 6.04 recodified 04-09-02

Section 1.06 through 1.07 added 01-06-09

Manual re-adopted as revised by affirmative commission action 02-03-09

Document re-adopted as revised by affirmative commission action 9-05-2023

ADMINISTRATIVE PROCEDURES STEVENS POINT FIRE AND POLICE COMMISSION

SECTION 1: Policies Relating Directly to the Police and Fire Commission

SECTION 1.01 Officers of the Commission

The Commission will elect a President and a Secretary, who shall not be one and the same person, at the properly noticed commission meeting in May of each year. If no properly noticed commission meeting is held in May, the election will be held at the next special or properly noticed commission meeting.

The President will set meeting agendas, ensure public meeting notice is given, and preside at Commission meetings. In the President's absence, the Secretary will handle the President's responsibilities. If neither officer is available, the President will designate a member of the Commission to act on their behalf.

If either officer resigns from office, or becomes ineligible to serve prior to May of the year following election, the Commission will elect a replacement at its next special or properly noticed Commission meeting. Alternatively, the Commission may elect an interim president or secretary to serve at its pleasure or until the next May election.

The Commission may elect additional officers or assign special responsibilities as deemed appropriate.

The Secretary will notify the Mayor, the City Personnel Office and the City Clerk of the names of the officers.

SECTION 1.02 Commission Meetings

The Commission will typically hold its properly noticed meeting on the first Tuesday of each month. The President may call special meetings as needed and in accordance with Chapter 19, Wisconsin

Statutes. A special meeting will be held at the request of any member.

The Commission may change its meeting day and time and/or eliminate any properly noticed Commission meeting at its discretion.

SECTION 1.03

Compensation of Police and Fire Commission Members

The PFC is a public governmental body subject to the Wisconsin Open Meeting Law, Wis. Stats. § 19.81 et. seq. An “official noticed meeting” means a gathering of a quorum of the members of the Commission for the purpose of exercising Commission authority, responsibilities or duties. Any gathering involving a quorum of the members of the Commission and other city officials or employees, including personnel of the Police and Fire Departments, for the purposes of discussing matter related to the PFC constitutes a meeting even if notice of the meeting is not given under the provisions of the state’s Open Meetings Law. A chance gathering, attendance at social events or attendance at conferences and educational programs does not constitute a meeting.

For purposes of determining entitlement for compensation and reimbursement of expenses incurred, participation in the following are compensable activities: properly noticed regular monthly or scheduled special Commission meetings, individually scheduled meetings with personnel of the Fire and/or Police Departments, or when representing the Commission at other approved meetings. Compensation is paid in a minimum block of four hours or the actual time spent whichever is greater. Commission members attending two meetings on the same day will be entitled to receive compensation and reimbursement for expenses incurred for two meetings.

Pay per meeting will be as set by City Council. The President will approve all meeting and other expense vouchers, except that the Secretary will approve the President’s.

SECTION 1.04

New Members of the Commission

At a minimum, the Commission will provide each new member with the following; a copy of these procedures, , and any authoritative Handbook for Police and Fire Commissions.

SECTION 1.05

Records of the Commission - Custodian of Records

The Commission will record and retain a record of its meetings.

The Commission will retain its records in the office of the Police Records Bureau Supervisor. The custodian of the records for purposes of the Wisconsin Open Records Law will be the President of the Commission.

SECTION 1.06

Department Liaisons

Each public safety department will have an assigned liaison from the Police and Fire Commission. The liaison is a resource for the Chief to utilize to discuss things such as strategic plans, capital improvement projects, organizational changes, etc. The liaison should develop a solid understanding of the assigned department's operational mission, budget, staffing, goals and objectives in order to support the assigned Chief as needed. The liaison will be available to relay relevant information to the Commission which they deem necessary.

The Department Liaison will be expected to perform the following:

- Meet with the Chief at least monthly.
- Review the Chief's written goals from his/her evaluation.
- Determine with him or her departmental priorities and how the liaison can assist.
- Discuss the Chief's professional and personal goals and how they relate to his or her duties.
- Become familiar with policies and procedures.
- Explore practices, policies, procedures, technology or equipment that have become outdated and need to be addressed.
- Review the staff evaluation format.

SECTION 2: Fiscal Policies

SECTION 2.01

Budget Accountability

Each Chief will prepare a first draft of his or her department's budget in the format required by the Comptroller/Treasurer (C/T). The original budget request from each Chief will be presented at a scheduled Commission meeting for discussion. The Police Records Bureau Supervisor will develop the Commission's administrative budget and follow the same procedure for Commission discussion.

After discussion each Department's final budget requests must be supported by affirmative motion of the Commission for recommendation to the Mayor and the Common Council. The Commission's

recommended budgets will be presented to the Mayor and C/T, by the Chiefs following this Commission process.

Any reallocation of capital budget funding requires such changes to be submitted to the Finance Committee and Common Council.

The Chiefs will comply with budget management requirements and procedures established by the Comptroller/Treasurer. Current guidance is to manage funds within the overall budget. The Chiefs will inform the Commission of any budget issues.

SECTION 2.02

Contract Accountability

In General:

One of the optional powers granted to this Commission is the power to contract for, and purchase, all necessary apparatus and supplies for the use by the Police and Fire Departments, except for the erection and control of department buildings. The appropriate Chief will represent the Police and Fire Commission in all such matters.

A member of the PFC may attend negotiation sessions regarding the EMS contract with Portage County, but no quorum of the PFC shall attend such meetings.

Contracts are generally ratified by three parties: the buyer(s) or seller(s), the Commission, and the Common Council.

SECTION 3: Personnel Administration

(Pertains to non-represented employees)

SECTION 3.01

Original Appointment - Police and Fire Chiefs

By law, the Police and the Fire chief are appointed solely by the Police and Fire Commission. When a vacancy occurs in the position of Police Chief or Fire Chief, the Commission may appoint any member of the Police Department as the Police Chief or any member of the Fire Department as the Fire Chief. If the Commission does not appoint an internal candidate, the Commission will conduct a search for a chief and may obtain the assistance of the City Human Resource Manager, the City Attorney, any other relevant city employee, or any outside agency or consultant. If the PFC does not appoint an internal candidate prior to conducting a search, any internal candidate may apply for the position in the same manner as external candidates.

Procedures:

When a vacancy in either chief position occurs, the PFC may appoint a member of the affected department to serve as the Acting Chief during the process of selecting a new Chief.

The Commission will review and, if necessary, update the position description, salary based on the City pay plan, and qualifications and requirements an applicant must satisfy. The PFC shall adopt a screening process for determining how final candidates will be chosen, a suggested geographic recruitment/advertising plan, an application packet, and a deadline for the recruiting process. The City Human resources manager can assist the PFC with the process of developing such recruitment process and advertising the availability of the position.

The application packet will include all pre and post selection examination requirements and relevant information and include an option by which the applicant may request that his/her name not be released publicly unless and until such candidate becomes a final candidate per Wis. Stats. § 19.36(7).

The Commission will appoint a screening committee to screen candidates and determine who will proceed to the interview phase of the process.

The PFC will determine the appropriate interview process and participating interview panel members by majority vote. Interview panels may include local officials and community members, however all interview panels shall be proctored by at least one commissioner. Upon completion of the interview phase up to three finalists will be recommended for the open position. If the panel feels there are no appropriate candidates they will recommend the Commission re-start the process.

The Commission will rank the successful candidates and offer the position to the top ranked person, contingent upon his/her successfully completing a background investigation, a medical evaluation, a psychological evaluation, and any other required evaluations. The Commission will obtain all required written authorizations and waivers from the candidates prior to their participating in any of these activities.

If the candidate fails any requirement or decides not to accept appointment, the Commission may offer the position to the next ranked candidate under the same contingencies. If no candidate satisfies all of the requirements, or if none accepts the appointment, the Commission may reopen the search utilizing the previous described procedure.

When an individual has accepted the appointment and completed all screening steps, the President of the Commission will notify the Mayor, the President of the Common Council and issue a press release announcing the appointment of the new Chief.

SECTION 3.02

Complaints by Third Parties

Third party, non-criminal complaints against the Chiefs will be referred to the President of the Commission, who will notify the City Attorney as soon as practicable. The City Attorney shall review the contents of the complaint and advise the President as to the appropriate process for addressing the matter. Complaints that are frivolous or indicative of conduct which does not violate any rule or policy may be addressed without investigation or action by the Commission. Complaints which require investigation may be investigated by the Commission or its designee, as appropriate, and adjudicated by the Commission. All proceedings of this type shall be conducted in accordance with Wis. Stats. § 62.13 and any other applicable rules or laws.

Third party non-criminal complaints against employees of either Department, including complaints by co-workers, will be investigated utilizing established procedures in each Department's directive system for conduct of an internal investigation.

If the Commission or a Chief imposes discipline against a member of either Department, and the Department member wishes to appeal that discipline, as is their right, the procedures outlined under "Disciplinary Hearings" will be followed for sworn and non-represented Department members. Civilian Department members must take their appeal to the Common Council Personnel Committee through the City Personnel Department. The civilian employee appeal procedure is detailed in the City Administrative Policies, the Stevens Point Revised Municipal Code, and all other applicable rules and law. Appeals by sworn members of either Department shall be conducted in accordance with Wis. Stats. § 62.13 any other applicable rules or laws.

[Revised: February 4, 2014]

SECTION 3.03

Compensation - Chiefs and Other Non Represented Personnel

The Commission will notify the Mayor, the City Treasurer, and the City Personnel Office of any recommendations for changes in compensation if such compensation differs from the City's pay plan. The Common Council has the sole authority to establish pay rates; as such, the Commission's authority is strictly limited with regards to employee compensation.

SECTION 3.04

Compensatory and Overtime for Non-Represented Personnel

Hourly employees fall under City Policies for hours of work and overtime pay.

Chiefs and Assistant Chiefs are considered to be in exempt positions and do not receive overtime/credit for hours worked beyond a normal 40 hour work week. The Chiefs are expected to manage the schedules of their personnel to comply with the Fair Labor Standards Act (FLSA) and applicable state laws.

[Revised: February 4, 2014]

SECTION 3.05
Residency- All Personnel

Represented employees must comply with residency requirements in their contracts, if any are included. Chiefs and Assistant Chiefs must comply with Wisconsin State Statute 66.0502 and any ordinance or rule created by the Common Council pursuant to that Section.

SECTION 4: Personnel Administration
(Pertains to Union Employees)

SECTION 4.01
Original Appointment of Police Officers and Firefighter Paramedics

As employment openings or vacancies occur they will be filled only with approval of the Commission.

The Commission may establish hiring eligibility lists in accordance with current state law. If a list is retained, the Chief must utilize that list to fill vacancies or openings. Eligibility lists are retained until exhausted, or for a period of one year from the date of enactment. However, the Commission, at its discretion, may extend the expiration of an eligibility list for a period of up to one additional year beyond its original expiration date. The Commission may remove any person(s) from an eligibility list by affirmative motion if deemed appropriate.

Procedures:

The Commission shall instruct the affected Chief to serve as its designee in carrying out the specific hiring procedure approved by the Commission. The affected Chief will ensure that the affected Department's hiring process is properly outlined on a hiring time line and followed accordingly.

The Chief will ensure that the recruitment practice complies with any applicable affirmative action policy.

Application packets sent to interested applicants will include relevant information regarding the current position description and any necessary information regarding the Wisconsin Open Records Law.

Veteran's points will be awarded to applicants in accordance to Wisconsin law.

The affected Department will retain records in regard to each applicant for a period of three (3) years, or for the period required by the Wisconsin Open Records Law, whichever is greater.

The affected Chief will notify each successful candidate as to placement onto the hiring eligibility

list. The Chief will not advise the candidate as to a rank order of eligibility for hiring

The Chief will establish an eligibility list, and as vacancies occur, will present the candidate to the Commission for an interview as part of the hiring protocols. Police and firefighter/paramedic applicants who meet the required qualifications must pass a medical and psychological exam provided by a third party administrator. The process will be supervised by the Chief or his/her designee of the affected Department.

Each chief is required to ensure that any information in regard to psychological or medical testing be kept in a separate file to eliminate any inappropriate viewing or disclosure when either an open records request for applicant information is received or when another agency conducts an employment background on the affected applicant.

SECTION 4.02

Promotions in the Fire and Police Departments

Wisconsin Statutes authorize Police and Fire Chiefs to recommend subordinates for promotion subject to approval by the Police and Fire Commission. Chiefs shall submit any recommended promotions to the PFC which shall act upon them at its regularly scheduled meeting in the month following the month in which the promotion request is submitted to the PFC Secretary.

Promotions among represented employees will be governed by the relevant language from the applicable Collective Bargaining Agreement, unless a represented employee is being promoted to a non-represented position.

SECTION 4.03

Probationary Periods in the Fire and Police Departments

Probationary periods, whether as a condition of employment for a newly hired employee, or as a requirement of promotion, are established through labor agreements or by Commission policy.

Chiefs shall prepare a written review of each probationary employee during their final two months of probationary status. and submit it to the Commission for action prior to the expiration date of the affected probationary employee's probation. Such review shall contain a recommendation to the PFC regarding the employee's probationary status. The Commission will act to either move the employee to regular status, extend the probationary status for an additional period of time, or terminate the employee for failure to meet expectations during the probationary period. The Commission will have full access to review all data generated in support of the recommendation and to conduct an oral interview of the affected probationary employee before acting on the employee's employment status.

Should unique circumstances occur which preclude the Commission from acting prior to the expiration of an employee's probationary period, the Chief will explain the circumstances to the President of the Commission and request an extension of the employee's probation to the next scheduled Commission meeting during which the above process will be completed. The PFC shall

act on such requests for extensions, but if it is unable to do so prior to the expiration of the probationary period such period shall be extended one month.

SECTION 4.04

Collective Bargaining Agreements

The City Attorney shall serve as the lead negotiator for purposes of CBA matters with police and fire unions unless the PFC and Common Council have approved the hiring of outside legal counsel for such purposes.

The City's Personnel Committee has the authority to recommend ratification of a labor contract to the Common Council. Labor agreements must be approved by the Common Council. Until ratified by the affected union and by the City, contract negotiations are considered to be confidential.

Settlement of an issue related to contract language interpretation or resolution of a grievance may create the need for a side letter of agreement setting forth the parties' intentions. When an issue is resolved the side letter shall be signed by the affected Chief, authorized union representatives, the Mayor and the City Clerk.

SECTION 4.05

Union Grievances

The Chiefs, Commission, and the police and fire unions are required to follow the grievance procedures outlined in the current labor contract between the affected union and the City, relevant state statutes, and any other applicable laws and regulations. Grievance hearings shall be held in open session unless required by law to be held in closed session due to statutory requirements or other appropriate reasons.

SECTION 5: Personnel Administration

(Pertains to Chiefs, Non-Represented Employees and Union Employees)

SECTION 5.01

Disciplinary Actions

Disciplinary actions are based upon the requirements of Section 62.13(5) (a) through (j), Wis. Stats. Where the State Statutes do not specifically prescribe the specifics regarding discipline, the Commission has the authority to establish the guidelines in accordance to subsection (g).

The Police and Fire Commission may from time to time, at or after the filing of the charges, promulgate rules and procedures relating to the hearing of such charges.

The PFC or its designee will serve as the investigator for complaints against a Chief. The Commission may use members of the Police Department Investigation Bureau for support or may use an outside law enforcement agency for investigation support.

SECTION 5.02

Fair Employment Practices

Non-discrimination:

No employee or applicant for employment shall be discriminated against based on age, race, color, creed, sex, religion, national origin, marital status, disability, ancestry, sexual orientation, or veteran, military or union status, as provided by applicable federal and state statutes.

Sexual Harassment:

Sexual harassment is a form of discrimination prohibited by Title VII of the Civil Rights Act of 1964, as well as the State's Fair Employment Act. Sexual harassment is defined as any unwanted, deliberate or repeated unsolicited comments, gestures, graphic materials, physical contacts or solicitation of favors when:

- Submission of such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
- Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Any employee under the Commission's jurisdiction who engages in these types of misconduct will have appropriate disciplinary action taken against him/her up to and including termination. Any member of the Commission who engages in this type of misconduct may be subject to removal from office.

Any harassing actions taken by any person employed under the Commission's jurisdiction may be reported to and investigated by the affected Department according to its existing internal procedures. The Commission shall be notified of the existence of all complaints of harassment and the final results of investigations of these complaints at the next properly noticed commission meeting following the receipt of a complaint and completion of the investigation.

Affirmative Action:

The Commission adopts the Affirmative Action Plan of the City of Stevens Point and designates the City Affirmative Action Officer as its affirmative action officer.

SECTION 5.03

Performance Evaluations

Performance evaluations are conducted to improve individual performance, set goals, strengthens supervisor-employee communications and to recognize employee accomplishments.

An evaluation must be based on job related criteria and the individual's ability to do the job in accordance with the official job description.

Each Chief is responsible to ensure that all employees are trained in the job description which accurately reflects the duties performed. The Commission recommends that the employee sign an understanding of the job description prior to starting the position assigned. Revisiting the job description should be part of the annual evaluation process.

Employees may respond in writing to an evaluation. Written responses will be attached to, and filed with, the evaluation. A copy of the completed evaluation will be provided to the employee. The original will be filed in the employee's personnel file.

Police and Fire Chiefs

The Commission's designated representative(s) will serve as the evaluators. The evaluators will complete and administer the annual written performance evaluation. The process will be in accordance with the schedule published by the Human Resource Manager. The evaluators are responsible to obtain input from all commission members and the affected chief as part of the evaluation process. The Commission will utilize the City's standard evaluation system for evaluating the Chiefs' annual performance.

The completed performance evaluation will be signed and dated by the authorized evaluators and the President of the Commission. A copy of the evaluation will be provided to the affected chief. The original will be placed in the affected chief's personnel file.

Evaluation of Subordinate employees within each Department:

Each Chief has the responsibility for completion of an annual performance evaluation for all subordinates and may delegate completion of evaluations as appropriate. Specific evaluation practices and procedures are outlined in each Department's directives, procedures, and collective bargaining agreements. However, the Commission enumerates the following minimal standards the Chiefs will follow when conducting performance reviews. Compliance with the standards is subject to inspection by the Department Liaison to ensure the Commission's intent is both understood and followed.

Non-Represented Employees

Evaluations of non-represented employees will be conducted annually using the evaluation form provided by the City Human Resource Manager. Upon completion, the Chiefs are required to submit a copy of the evaluation to the Human Resource Manager in accordance with the schedule promulgated by the Human Resource Manager.

Probationary Employees

Probationary employees must be evaluated in writing a minimum of every six months during the probationary period. More frequent evaluations are recommended. Evaluations will be

conducted in accordance with the procedures prescribed by the affected Chief.

SECTION 5.04

Exit Interviews

Employees leaving employment with the PD or FD for any reason other than termination for cause will be invited to complete a voluntary exit interview. Such interviews will be conducted by the City Human Resources Manager, the PFC liaison to the relevant department, and one other member of the PFC. The interview will be conducted during duty time for the exiting employee prior to the end of their employment with the City.

Exit interviews should be documented by the persons conducting them, and a summary of the results prepared in written form. Results of the exit interviews will be provided to the Chief of the relevant department for their use in staff planning, process improvement, staff retention, and any other purpose in furtherance of department goals.

SECTION 5.05

Personnel and Payroll Records

Personnel Records:

The Police and Fire Chiefs are assigned to be the custodian of, and properly retain, the personnel and medical files for all assigned employees.

The Human Resources Manager retains, and is the custodian of, employee benefit files. The law requires that only one personnel file exist for an employee. Therefore, it is policy that personnel records shall not be retained in, or with, the employee benefit file.

Inspection of Personnel Files:

By Wisconsin Statute an employee has the right to request to schedule a review of their personnel file in the presence of the affected Chief, or designee. Such requests shall be fulfilled within a reasonable timetable. If the employee makes a request for duplicate copies of any materials in the personnel file, the employee is responsible for the appropriate duplicating cost.

Correction of Personnel Records:

An employee may request the removal or correction of any record or information within their personnel file. However, if the Chief does not agree to correct or remove the information or record, the employee should be directed to submit a written statement explaining the employee's position and objection. The affected Chief will ensure that the statement is attached to the disputed information or record and retained as part of the employee's personnel file.

Release of Personnel and Medical File Information:

Unless ordered by a court of law, in accordance with state or federal statutes or the open records requests process, personnel file information can not be disclosed to anyone other than an employee's direct supervisor, management staff, or the Commission without the written authorization of the employee. Open records requests for documents contained in a personnel file shall be reviewed by the City Attorney and may be subject to denial or redaction according to applicable law.

Medical files shall be kept and stored separate from personnel files. Medical file information is strictly confidential and access is restricted to the affected Chief, or Chief's designee. Release of medical file information, to include release to the individual concerned, must be processed through a written open records request.

Payroll Records:

The administration of Police and Fire Departments will process and retain the payroll record information of all Department employees. The Departments work directly with the City's Finance Department to produce the bi-weekly payroll information. The Finance Department retains the master payroll records for all city employees.

SECTION 5.05

Requests for New Positions and to Re-fill Existing Positions

The Fire and Police Department must follow the current procedure set forth by City policy to request a new position or to re-fill an existing position. The Chief of the affected Department shall submit requests for new positions to the PFC. If approved by the PFC, the request for a new position will then be provided to the Human Resources Manager for placement on the Personnel Committee agenda. Final approval must be granted by the Common Council to create a new position.

SECTION 6: GENERAL POLICIES

SECTION 6.01

City-Owned Vehicles; Mileage Reimbursement

The purpose of this policy is to outline the permitted use of any city-owned vehicle(s) and to specify mileage reimbursement for personal vehicle use.

Police Chief and Fire Chief

City-owned Vehicles

Business Use

A city-owned vehicle assigned to a Chief may be used for all business purposes. "Business purposes" are defined as being related to the person's employment

including professional services to other law enforcement or fire service/emergency medical service related agencies, and attendance at professional meetings, seminars and workshops. If external mileage reimbursement is received the Chief will reimburse the City the same amount.

Personal Use

Within Portage County the Chiefs are allowed to use their city-owned assigned vehicles for personal use. Personal use should be limited but is available at the discretion of these individuals. If a Chief intends to take his or her assigned vehicle outside Portage County for personal use, the Chief must obtain permission from the Commission President and reimburse the City for all mileage incurred, at the City's current mileage rate.

Except for an emergency, only the person assigned a vehicle is authorized to operate that vehicle for personal use. No personal equipment will be added to an assigned vehicle without written permission from the Commission.

Personal Vehicle - Mileage Reimbursement

If a city-owned vehicle is not assigned to the Police Chief or Fire Chief, they will be reimbursed for business mileage at the current City rate.

All Other Personnel:

1. Personnel who are assigned a take home vehicle by either the Police Chief or Fire Chief to perform work activities and to facilitate a rapid response to after hour emergency situations may use the vehicle for official business only.
2. Each Department Chief may at their discretion, at any time assign, change or revoke assignments of take home vehicles to employees under their command.
3. Employees assigned a take-home vehicle may use the assigned vehicle to commute to and from work. Only essential personal or business stops while en route to, or from, work are authorized. If the affected employee resides outside of the city limits, the employee can use the vehicle to commute to and from work as long as the employee's residence location allows rapid and emergent response to the city.
4. The affected Chief has the authority to assign and reassign all police or fire fleet vehicles as deemed necessary and appropriate by the Chief.
5. Under IRS Regulations, non law enforcement personnel may be required to report the use of a City owned vehicle for the purpose of commuting to or from work as income. Each individual is responsible to ensure compliance with all IRS rules and regulations.

SECTION 6.02

Donations to the Police and Fire Departments

The purpose of this policy is to establish a procedure for evaluating, accepting or rejecting donations

to the Police or Fire Departments.

1. General Considerations

The Police and Fire Departments may, from time to time, be offered monetary donations or equipment from various sources. All donations are made to the City of Stevens Point, not specifically to the Commission or the affected Department. The donation becomes the property of the City of Stevens Point. Sources for donations could include businesses, charitable organizations, service clubs or individuals. The primary concern in accepting donations from any of these sources is the potential for a conflict of interest. A conflict of interest could arise out of donations from any source, and each proposed donation must be carefully evaluated.

2. Procedures

If a donation of any type is offered to the Police Department or Fire Department, the affected Chief shall evaluate the following:

- The motive of the donor
- If a consequence of accepting this donation will pose a conflict of interest to the receiving Department
- Whether the donation is consistent with the Department's Mission statement and professional objectives and will be of value in advancing a specific cause or Department activity
- Whether accepting the donation will cause the Department to incur additional expenses in order to utilize the donation

After evaluation, the affected Chief may decide to not accept the donation. If his or her recommendation is to accept the donation, the Chief will place the item on the agenda of the next properly noticed Commission meeting for affirmative motion to confirm the recommendation and accept the donation.

SECTION 6.03

Driver's License – Duty to Notify Department and Chief of Restricted Operating status

Sworn or civilian employees of either Department whose position involves operation of a Department motor vehicle will notify the Chief in writing any time the Department of Transportation (D.O.T.) acts to restrict their driving privileges by suspension or revocation. Sworn employees or civilian employees who, while working, operate a Department motor vehicle are also required to notify the Department if arrested for, charged with, or convicted of a charge relating to operating a motor vehicle while under the influence of drugs or alcohol. The state or jurisdiction where such charge is made is irrelevant to the duty to notify Chief of the Department through a written memo.

The purpose of this policy is to ensure that the Chief, Commission, and the City of Stevens Point are always aware of any restriction against an employee's motor vehicle operating privileges. The Chief will follow through upon notification to initiate appropriate action when an employee cannot perform the essential functions of their position as listed in their current position description. The Chief shall take appropriate and immediate action upon notification to ensure that any employee

whose driving privilege is suspended or revoked does not operate a city-owned vehicle.

The unique facts of the situation will be investigated by the Chief from the affected Department. The investigating Chief will work with the City Attorney and Human Resource Manager to decide an appropriate course of action for each case. The decision on an appropriate course of action will be based in part on the then current state of administrative rules, court decisions and laws affecting police, fire or emergency medical service personnel who are required to operate a motor vehicle as an essential part of their position description.

The affected Chief shall report the results of the investigation and recommendations to the Commission at a closed session during a properly noticed Commission meeting. The Commission will decide in open session if further investigation or discipline is warranted by affirmative motion.

SECTION 6.04

Property

1. The storing of items belonging to the respective bargaining units of the Police and Fire Departments are governed by the following:
 - a. Police and Fire Department Work, Living and Storage Areas
 - i. Use of interior and exterior space on the property assigned by the City to the Police or Fire Departments shall be limited to departmental equipment and vehicles; however, the affected Chief may use discretion as needed.
 - ii. Any previous commitment to house property belonging to the S.P.P.O.O. or IAFF, Local 484, so long as space is available, will continue unless such privilege is revoked or amended by the affected Chief.
 - b. Liability for Loss

The affected Department Chief, the Commission, or any other agency of government shall not assume any liability for any loss or damage to any stored property.
 - c. Additional Requests for Storage

Any request for storage or housing of a bargaining unit's property must be submitted in writing to the Chief of the affected Department. The Chief may consult with the PFC on this issue before making a determination as to the appropriateness of the request to store the property.
 2. Employees of the Police and Fire Departments are not permitted to use city-owned facilities or equipment for their own personal use, nor shall city-owned equipment be removed from the normal work environment for the employee's personal use, except as otherwise provided within these administrative policies or by written approval from the Chief of the affected employee's Department.
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CITY OF STEVENS POINT

PD WORKING BUDGET
Period: 06/23

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Account Number	2020	2021	2022	2023	2024
GENERAL FUND	Pri Year 3	Pri Year 2	Cur YTD	Cur Year	Fut Year
INTERGOVERNMENTAL REVENUES	Actual	Actual	Actual	Budget	Budget
100.43.20520.52	7,200	6,720	7,200	0	14,000
Total INTERGOVERNMENTAL REVENUES:	7,200	6,720	7,200	0	14,000
LICENSES & PERMITS					
100.44.20202.52	384	690	492	96	400
Total LICENSES & PERMITS:	384	690	492	96	400
FINES & FORFEITURES					
100.45.20110.52	10,539	5,664	5,437	2,069	15,000
100.46.20210.52	97,716	104,055	110,845	62,048	145,000
100.46.20211.20	108,255	109,720	116,282	64,117	160,000
Total FINES & FORFEITURES:	214,444	219,439	222,564	126,234	319,000
PUBLIC CHARGES FOR SERVICES					
100.46.20201.52	2,144	5,432	1,808	966	5,000
100.46.20210.52	440	12,016	11,280	3,252	7,500
100.46.20211.20	2,463	6,647	8,344	2,790	8,000
100.46.20212.52	763	446	0	0	100
100.46.20215.52	31	0	152	0	250
100.46.20350.52	1,498	1,807	1,496	1,417	2,500
Total PUBLIC CHARGES FOR SERVICES:	7,340	26,349	23,080	8,425	23,350
INTERGOVERNMENTAL CHGS FOR SVC					
100.47.20512.52	181,457	186,900	192,508	0	190,441
Total INTERGOVERNMENTAL CHGS FOR SVC:	181,457	186,900	192,508	0	190,441
MISCELLANEOUS REVENUE					
100.48.20702.52	1,000	130	6,666	9,477	0
100.48.20703.52	-10	300	3,816	0	0
100.48.20704.52	0	0	0	0	0
100.48.20705.52	0	0	3,600	0	0
100.48.20706.52	17,838	8,289	7,399	4,957	0
100.48.20707.52	0	0	0	0	0
Total MISCELLANEOUS REVENUE:	18,828	8,719	21,481	14,434	0
GENERAL GOVERNMENT					
POLICE & FIRE COMMISSION					
100.51.21110.3001	0	0	0	0	0
100.51.21110.5000	0	43	193	94	300
Total POLICE & FIRE COMMISSION:	0	43	193	94	300
PUBLIC SAFETY					
POLICE DEPARTMENT					
100.52.20100.1440	15,037	21,161	24,193	12,669	37,575
100.52.20100.1530	217,521	269,005	248,226	116,231	240,230
100.52.20100.1532	-31,869	-62,531	-73,092	-30,166	-40,000
100.52.20100.1533	-794	-103	-143	-1,653	0
100.52.20100.1534	1,131	29	2,554	119	1,069
100.52.20100.1540	41,240	35,294	11,860	2,495	0
100.52.20100.1590	366	13,484	12,862	4,646	8,405
100.52.20100.1660	11,906	12,240	12,561	7,041	18,135
100.52.20100.1670	27,767	26,658	28,642	28,642	30,800
100.52.20100.2212	992	1,011	1,118	493	900
100.52.20100.2800	1,807	1,160	8,051	981	5,000
100.52.20100.2821	4,550	5,523	5,551	2,748	4,000
100.52.20100.2906	33,182	10,943	8,483	0	5,000

With the 5000 added which was taken for 2023 raises.

Unknown raise dependent
Budget Line added expense adjustment
Budget line savings adjustment
New Totals for each line item.

(+3% operational increase \$9500)

100.52.20100.2907	SOFTWARE LICENSE FEES	5,680	29,170	35,783	23,823	43,000	69,500	17,000
100.52.20100.2913	CONTRACTED RADIO/COMM MAINT	3,833	7,612	2,570	3,818	7,000	7,000	
100.52.20100.2932	GENERAL SERVICES	2,009	2,284	3,684	16,909	3,400	7,500	4,100
100.52.20100.3001	GENERAL SUPPLIES	18,052	10,057	14,603	14,130	12,500	12,500	
100.52.20100.3003	CRIMINAL INV SUPPLIES	10,764	4,066	4,326	1,594	7,000	7,000	
100.52.20100.3202	MEMBERSHIP DUES	1,000	753	1,550	398	800	800	
100.52.20100.3300	GENERAL TRAVEL EXPENSES	186	20	0	25	400	400	
100.52.20100.3301	MILEAGE EXPENSES	0	0	55	59	200	200	
100.52.20100.3450	COMMUNITY/PUBLIC RELATIONS	2,334	3,210	3,086	2,292	3,000	3,000	
100.52.20100.3504	VEHICLE TOWING CHARGES	960	401	1,469	400	800	800	
100.52.20100.3508	VEHICLE CLEANING EXP	0	0	0	0	3,300	1,800	1500
100.52.20100.3510	OPERATIONS SPT FLEET EQUIPMENT	2,861	3,807	4,814	281	6,000	6,000	
100.52.20100.3603	PROTECTIVE VESTS	3,765	2,561	5,850	4,380	5,000	5,000	
100.52.20100.3604	OPERATIONS MISC SUPPLIES	932	2,047	866	0	0	0	
100.52.20100.3605	TASER EQUIPMENT	5,029	4,987	4,314	3,366	5,000	1,000	4,000
100.52.20100.3606	CAMERA EQUIPMENT	7,158	5,682	2,765	1,380	7,000	7,000	
100.52.20100.3607	RANGE SUPPLIES	0	737	174	261	1,500	1,500	
100.52.20100.3608	SWAT SUPPLIES	1,799	942	5,455	698	1,000	1,000	
100.52.20100.3609	AMMO & SUPPLIES	10,889	11,020	13,627	13,214	11,000	14,000	3,000
100.52.20100.3801	UNIFORM REPLACEMENTS	13,931	6,040	12,199	4,589	11,500	11,500	
100.52.20100.5000	MISCELLANEOUS EXPENSES	2,058	3,324	7,814	3,198	12,000	9,000	3,000
100.52.20100.5100	INSURANCE PREMIUM PAYMENT	2,200	1,600	1,200	0	2,200	1,800	400
100.52.20100.5107	POLICE PROF LIAB INS PREMIUM	13,000	13,000	13,000	13,000	13,000	13,000	
100.52.20100.5600	OSHA BLOOD PATH PROG EXP	1,790	1,150	824	0	1,000	1,000	
100.52.20100.5610	EVIDENTIAL BLOOD DRAW EXPENSES	1,613	2,898	3,300	2,383	4,200	3,500	700
100.52.20100.5611	INVESTIGATION BUREAU EXP	609	760	1,061	1,310	1,000	1,000	
100.52.20100.5615	PRISONER EXPENSES	293	1,322	6,843	0	3,000	1,500	1,500
100.52.20100.5704	CRIME PREVENT PROG EXP	2,502	432	2,568	2,387	3,000	3,000	
100.52.20100.5705	LEXIPOL	9,261	9,539	10,150	0	9,600	9,600	
100.52.20100.5706	AUXILIARY POLICE UNIT	486	472	2,681	2,468	1,150	1,150	
100.52.20100.5707	AUXILIARY POLICE DONATION EXP	0	1,332	2,009	833	0	0	
100.52.20100.5708	CHAPLAIN PROGRAM EXPENDITURES	0	0	0	49	0	0	
100.52.20100.5709	GEN POLICE DONATION EXP	0	0	3,600	0	0	0	
100.52.20100.5710	K-9 UNIT DONATIONS EXP	16,128	473	4,579	4,530	0	0	
100.52.20100.5711	BIKE PATROL DONATIONS EXP	0	0	0	0	0	0	
100.52.20100.5712	K-9 UNIT EXPENSES	1,973	1,103	3,074	2,041	1,000	1,000	
100.52.20100.5713	BICYCLE PATROL EQUIPMENT	157	48	23	0	300	300	
100.52.20100.5907	GENERAL TRAINING EXPENSES	18,664	26,398	29,189	8,349	24,000	24,000	
100.52.20100.5909	IN-SERVICE TRAINING	1,680	7,107	5,139	9,984	6,880	6,880	
100.52.20100.5912	EDUCATIONAL COMPENSATION	4,180	2,073	0	0	3,000	5,000	2,000
100.52.20100.5921	PROMOTION/RECRUIT TESTING	7,914	4,542	3,651	2,942	4,000	4,000	
Total POLICE DEPARTMENT:		498,924	506,843	508,761	289,336	529,844	544,344	
POLICE FACILITY								
100.52.20105.2922	CONTRACTED BUILDING MAINT	47,335	52,109	36,680	26,684	55,000	50,000	5,000
100.52.20105.3550	GEN BLDG EXPENSES & SUPPLIES	4,273	7,323	7,438	3,801	3,000	8,000	5,000
Total POLICE FACILITY:		51,608	59,432	44,118	30,485	58,000	58,000	
GENERAL FUND Revenue Total:		323,463	339,098	361,042	87,071	380,991	0	
GENERAL FUND Expenditure Total:		550,532	566,318	553,072	319,915	588,144	0	
Net Total GENERAL FUND:		-227,069	-227,220	-192,030	-232,843	-207,153	0	
FORFEITURE FUND								
INTERGOVERNMENTAL REVENUES								
227.43.00215.52	FED REV - FORFEITED PROPERTY	0	0	0	0	0	0	
227.43.00220.52	STATE REV - FORFEITED PROPERTY	0	2,963	0	0	0	0	
227.43.00225.52	LOCAL REV - FORFEITED PROPERTY	14,133	16,015	1,280	125	15,000	15,000	
227.43.00280.52	FEDERAL GRANT FUNDS	0	0	0	0	0	0	
Total INTERGOVERNMENTAL REVENUES:		14,133	18,978	1,280	125	15,000	15,000	
MISCELLANEOUS REVENUE								

[illegible]

STEVENS POINT

1701 FRANKLIN STREET
715-344-1833



FIRE DEPARTMENT

STEVENS POINT, WI 54481
FAX: 715-346-1599

JB D. MOODY

FIRE CHIEF

Police & Fire Commission

Fire Chief's Report – September 2023

48 Members Approved
46 positions Funded
43 Staffed

Significant Events

- Academy Graduation of Deputy Marshal/Emergency Manager Justin Malin and Firefighter/Paramedic Jared Higgins 09/08/2023
- Lt. Mark Schoeberle Retirement 09/08/2023
- Guns and Hoses Softball Game 09/10/2023
- MDA Fill the Boot 09/14-15/2023
- DCI State Fire Investigator Certification Class 09/18-29/2023
- Taco Johns Fundraiser 09/25/2023
- Fire Investigation Courtroom Testimony Class 09/29-10/1 2023
- Zero Percent Increase for 2024 Operational Budget

Monthly Training:

- Protocol Review
- ADRC Training
- Sentry Facilities Training
- FEMA ICS 400
- FEMA Basic Public Information Officer
- EVOC
- Advanced Airway
- High Angle Ropes Training
- New Fire Hose Demo

Public Activities:

- WIAA Hands Only CPR 09/05/2023
- Sharon EMR Group Ambulance Orientation 09/05/2023
- UWSP Dorm Safety 09/06/2023
- Childrens Discovery Center 09/12/2023
- Stockton EMR Ambulance Orientation 09/13/2023
- St. Steves School 09/14/2023
- Marshfield River Region Dillon Epi Pen 09/14/2023
- Citizens Academy Burn Cells 09/14/2023

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JB D. MOODY

FIRE CHIEF

- | | |
|--|------------|
| • Citizens Academy EVOC | 09/14/2023 |
| • Falls Prevention Fair | 09/19/2023 |
| • Explorer Post Meeting | 09/20/2023 |
| • OX Industries Fire Extinguisher Training | 09/21/2023 |
| • DNR Work Capacity Test | 09/26/2023 |
| • Festival Foods Pumpkin Blowout | 09/30/2023 |

Reports Attached:

Incident Types Top 15

Incidents by Category Monthly and Yearly

Aid Given and Received Monthly

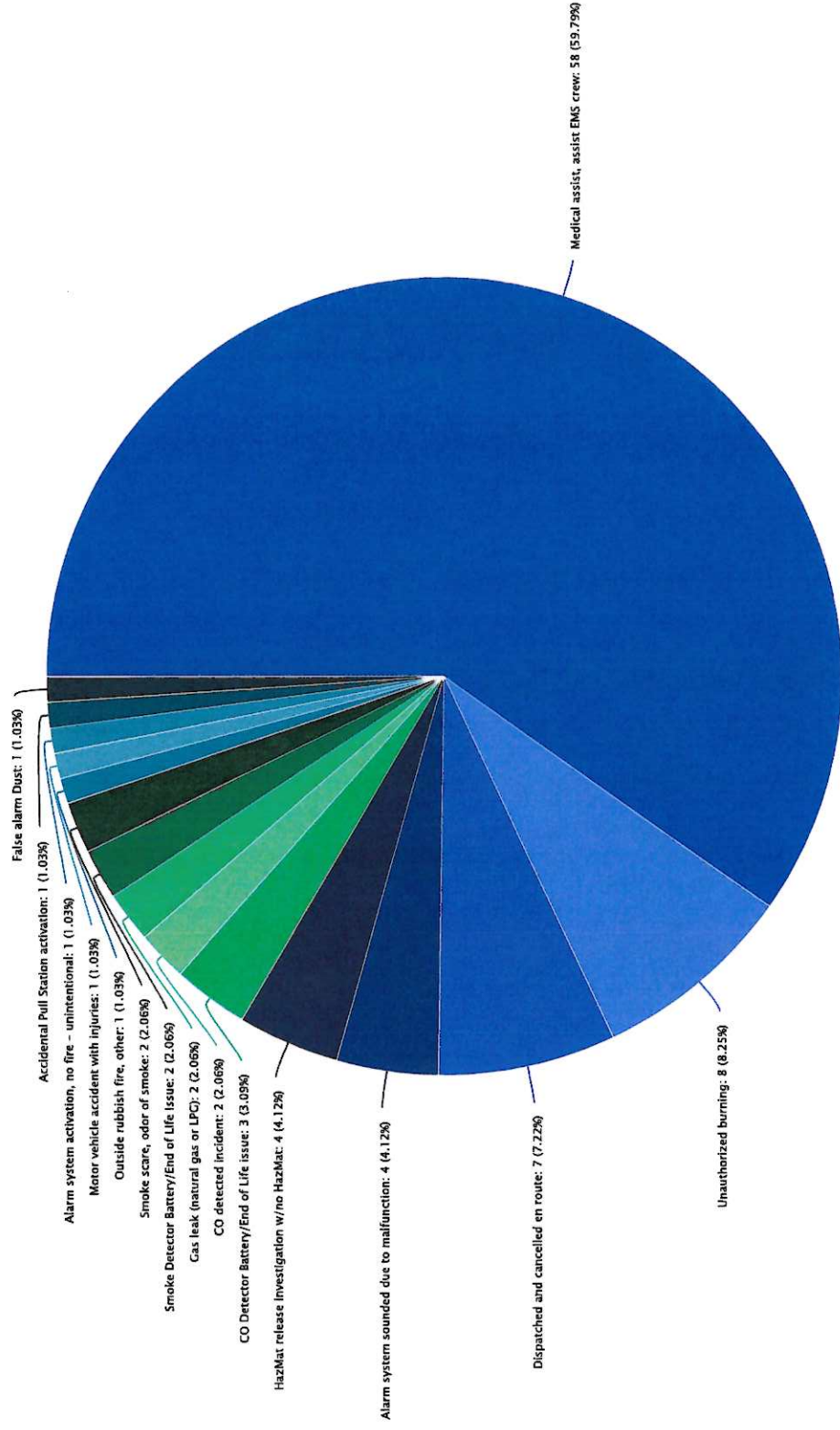
Aid Given and Received Yearly

Property Loss Incidents Monthly

Property Loss Incidents Yearly Top 20

Incident Types (Top 15)

Sep 01, 2023 to Sep 30, 2023



Incidents by Category Monthly & Yearly
Jan 01, 2022 12:00 AM to Oct 02, 2023 08:29 AM

≡

Incident Type Category	2023												2022		YTD % Change
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Grand Total - Current	% of Total Incidents - Current	Grand Total - Previous	% of Total Incidents - Previous	
1 - Fire	3	2	2	9	5	7	5	6	4	0	43	5%	39	5%	10.26%
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	5	2	4	2	10	1	1	3	2	0	30	3%	36	5%	-16.67%
3 - Rescue & Emergency Medical Service Incident	76	47	62	64	61	48	67	59	59	7	550	60%	447	56%	23.04%
4 - Hazardous Condition (No Fire)	3	5	5	9	10	8	6	5	6	0	57	6%	51	6%	11.76%
5 - Service Call	1	1	4	21	10	10	7	3	8	0	65	7%	43	5%	51.16%
6 - Good Intent Call	4	8	9	10	7	2	5	6	13	0	64	7%	62	8%	3.23%
7 - False Alarm & False Call	8	5	12	13	11	9	17	16	14	0	105	11%	110	14%	-4.55%
9 - Special Incident Type	0	0	0	0	0	0	0	0	0	0	0	0%	4	1%	-100%
Grand Total	100	70	98	128	114	85	108	98	106	7	914	100%	792	100%	15.40%

Aid Given and Received Monthly

III

Sep 01, 2023 to Sep 30, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Hull Fire Department	0	0%	2	0%	0	0%	2	0%
Plover Fire Department	0	0%	2	0%	2	100%	1	0%
Rudolph Fire Department	0	0%	0	0%	0	0%	1	0%
Stockton Fire Department	0	0%	0	0%	0	0%	1	0%
Overall	0	0%	4	100%	2	100%	5	100%

Aid Given and Received Yearly

III

Before Oct 31, 2023

Fire Department	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Mutual Aid Given	% of Total Mutual Aid Given	Mutual Aid Received	% of Total Mutual Aid Received
Dewey Fire Department	0	0%	0	0%	0	0%	1	0%
FORT McCOY FIRE DEPARTMENT	0	0%	0	0%	1	0%	0	0%
Hull Fire Department	2	0%	11	0%	1	0%	5	0%
Plover Fire Department	6	0%	12	0%	5	0%	6	0%
Rosholt Fire Department	0	0%	0	0%	1	0%	0	0%
Rudolph Fire Department	0	0%	1	0%	2	0%	2	0%
Stockton Fire Department	0	0%	0	0%	2	0%	2	0%
Wittenberg Fire Department	0	0%	0	0%	1	0%	0	0%
Overall	8	100%	24	100%	13	100%	16	100%

Property Loss Incidents (Top 20)

Sep 01, 2023 to Sep 30, 2023



Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Stevens Point Fire Dept. & Ambulance	9/26/2023 6:30 AM	14857	Restaurant or cafeteria	929	CLARK	STEVENS POINT	WI	54481	\$354,400	\$10,000
Stevens Point Fire Dept. & Ambulance	9/28/2023 6:31 PM	23SF00953	Highway or divided highway	-1	HWY 66 & I39	STEVENS POINT	WI	54481	\$1,700	\$1,700

Property Loss Incidents (Top 20) Yearly

Before Oct 31, 2023

III

Agency Name	Incident Date Time	Incident Number	Property Use	Street Number	Street Name	City	State	Postal Code	Property Pre-Incident Value	Property Loss
Stevens Point Fire Dept. & Ambulance	7/5/2023 2:28 AM	23SF00643	1 or 2 family dwelling	3301	OAK	STEVENS POINT	WI	54481	\$193,500	\$100,000
Stevens Point Fire Dept. & Ambulance	3/2/2023 8:53 AM	9669	Street or road in commercial area	(blank)	Coye	STEVENS POINT	WI	54481	\$80,000	\$80,000
Stevens Point Fire Dept. & Ambulance	6/20/2023 5:25 PM	12389	Multifamily dwelling	2524	FIFTH	STEVENS POINT	WI	54481	\$1,262,500	\$45,000
Stevens Point Fire Dept. & Ambulance	5/30/2023 2:30 PM	11852	Multifamily dwelling	725	PRENTICE	STEVENS POINT	WI	54481	\$750,000	\$15,000
Stevens Point Fire Dept. & Ambulance	2/19/2023 12:56 PM	(blank)	Outbuilding or shed	3241	COON	STEVENS POINT	WI	54481	\$10,000	\$10,000
Stevens Point Fire Dept. & Ambulance	9/25/2023 6:30 AM	14857	Restaurant or cafeteria	929	CLARK	STEVENS POINT	WI	54481	\$354,400	\$10,000
Stevens Point Fire Dept. & Ambulance	5/21/2023 2:06 AM	11605	Laundry, dry cleaning	2501	CHURCH	STEVENS POINT	WI	54481	\$755,500	\$5,000
Stevens Point Fire Dept. & Ambulance	6/23/2023 8:47 PM	12459	Multifamily dwelling	401	MICHIGAN	STEVENS POINT	WI	54481	\$400,000	\$5,000
Stevens Point Fire Dept. & Ambulance	6/17/2023 4:57 PM	12326	Highway or divided highway	(blank)	BADGER	STEVENS POINT	WI	54482	\$10,000	\$3,500
Stevens Point Fire Dept. & Ambulance	8/24/2023 6:42 PM	14023	Multifamily dwelling	741	JOHNS	STEVENS POINT	WI	54481	\$188,900	\$2,000
Stevens Point Fire Dept. & Ambulance	9/28/2023 6:31 PM	23SF00953	Highway or divided highway	-1	HWY 66 & 139	STEVENS POINT	WI	54481	\$1,700	\$1,700
Stevens Point Fire Dept. & Ambulance	6/25/2023 11:56 PM	23SF00619	1 or 2 family dwelling	816	PRENTICE	STEVENS POINT	WI	54481	\$80,700	\$1,000
Stevens Point Fire Dept. & Ambulance	4/24/2023 4:25 PM	10993	1 or 2 family dwelling	5428	WOODLAND	STEVENS POINT	WI	54482	\$147,500	\$500
Stevens Point Fire Dept. & Ambulance	8/4/2023 1:50 AM	13463	Vehicle parking area	2601	INDIANA	STEVENS POINT	WI	54481	\$3,500	\$500
Stevens Point Fire Dept. & Ambulance	8/30/2023 10:07 AM	14148	1 or 2 family dwelling	2308	JEFFERSON	STEVENS POINT	WI	54481	\$500	\$500
Stevens Point Fire Dept. & Ambulance	8/30/2023 1:28 PM	14151	Restaurant or cafeteria	317	DIVISION	STEVENS POINT	WI	54481	\$500	\$500
Stevens Point Fire Dept. & Ambulance	1/17/2023 3:40 PM	(blank)	1 or 2 family dwelling	1225	TORUN	STEVENS POINT	WI	54482	\$175,000	\$250
Stevens Point Fire Dept. & Ambulance	4/22/2023 2:57 PM	10949	1 or 2 family dwelling	1430	TORUN	STEVENS POINT	WI	54482	(blank)	\$100
Stevens Point Fire Dept. & Ambulance	7/5/2023 11:19 PM	23SF00647	Playground	1401	EAST	STEVENS POINT	WI	54481	\$100	\$100
Stevens Point Fire Dept. & Ambulance	4/9/2023 4:27 PM	10612	1 or 2 family dwelling	2016	CENTER	STEVENS POINT	WI	54481	(blank)	\$50



Stevens Point Police Department

933 Michigan Avenue

Stevens Point, WI 54481

Phone: 715-346-1500 / Fax: 715-346-1684

*"Innovative Policing through
Partnerships with the Community"*



Robert J. Kussow, Chief of Police

October 3, 2023

Police and Fire Commission
City of Stevens Point

Re: September 2023 Chief of Police Report

Commissioners:

The Department would like to make you aware of the following updates:

Personnel: 45/49

Note of Interest:

- - Lt. Johnson, working with public works, added 58 new parking stalls were added to Municipal Lots this year in Lot 2 and Lot 23. All of which were sold out by the beginning of the school year, largely in part due to the parking shortages at UWSP.
- -Lt. Johnson assisted at the Pacelli, St. Peters Middle School and St. Stephen's Elementary School lockdown drills throughout the month, practicing with the CrisisGo app.
- **9-10-23** – Several members participated and attended the Guns and Hoses Event at Zenoff Park. Raised \$15,000 to assist local veteran organizations.
- **9-12-23** – Stevens Point/Plover SWAT team competed in the Regional SWAT competition which was held at the Marathon County range.
- **9-12-23** – Lt. Johnson participated in a safety fair at the Children's Discovery Center.
- **9-16-23** – Assistant Chief Williams and Officer Michael Schultz assisted with a brat fry fundraiser for Lights of Christmas.
- **9-18-23** – Assistant Chief Williams, Officer Kristi Ahrens attended lunch with female Criminal Justice students and Academy students to give female LE perspective.
- **9-19-23** - Lt. Johnson and Ofc. Radsek had a booth at the Fall - Slips, Trips and Falls Convention which was put on by the ADRC at the Holy Spirit Parish. The event was sold out and 75 people attended.
- **9-20-23** – Assistant Chief Rottier assisted with recruit interviews for the 720 hr Law Enforcement Academy at Mid-State Technical College.
- **9-20-23** - Lt. Johnson gave a presentation at the Berkshire Building in front of approximately 20 residents. The presentation was about personal safety and considerations that need to be made before allowing people to stay with them.

- **9-21-23** - Lt. Johnson and Ofc. Radsek gave a presentation to the Salvation Army staff. The presentation focused on security concerns and Run, Hide, Fight/Active Assailant strategies.
- **9-25-23** – Stevens Point Police Department hosted 2nd full week of Leadership in Police Organizations Training.
- **9-28-23** - Lt Johnson presented in front of a group from the Stevens Point Dispatch Health group. The presentation focused on their safety and what to do in certain critical situations while at a client's residence.
- **9-30-23** - Lt. Johnson will be participating in the Festival Foods Pumpkin Blowout Festival.
- **10-7-23** – Stevens Point Police Officers Organization annual steak feed at Backwoods.

Calls of Interest:

- **9-25-23 Wanted Person** -Sgt. Klein, on his way home, spotted wanted male from Stanley Correctional pull into Goodwill. Sgt. Klein stayed on the phone with dispatch and gave constant updates. All SPPD Officers and multiple Portage County Deputies showed up and covered every exit. Officers entered Goodwill and the male pulled a blade out and held it to his throat threatening suicide. The male then grabbed his wife and put her between Officers and himself. Officers talked the male down and he was apprehended without incident and turned over the corrections.
- **9-23-23 Wanted Person** – 2500 blk of Nebel – Officers responded to residence after obtaining information a wanted male from Stanley Correctional Facility was at this address. Officers made contact with suspect's mother who stated the male was in the residence. The male then barricaded himself in the house. Through communications it was discovered that he armed himself with knives and was either going to kill himself or go out "guns a-blazin." Due to environmental safety concerns Officers backed down.
- **9-20-23 Threats** – Written threat located in bathroom stall at Sentry. Reported by cleaning crew. Officer responded and took the initial report. Sentry will call if any further assistance is needed. Investigation continuing.
- **9-19-23 Wanted Person** - Off duty Plover Officer called in seeing wanted female from Wood County. Left in vehicle on HH towards city. Officers located vehicle and stopped at Church/Monroe in bank parking lot. Male refused to ID himself. Suspect was identified and warrant was confirmed. Line transfer done with Wood County.
- **9-15-23 Driving Complaint** – SPPD Officer located a green motorcycle that had fled on 2 previous occasions from law enforcement. The driver admitted to the fleeing and motorcycle was caught on Flock Cameras verifying his identity. Many citations were issued.
- **9-12-23 Welfare Check/ Death Investigation**, SPPD officers assisted Plover PD for a welfare check. Male subject damaged girlfriends place and then sent picture with him and something around his neck. Officers made entry to residence to find the male hanging and deceased. Investigation Bureau called into investigate.

- **9-08-23, Driving complaint**, SPPD Officer initiated a traffic stop and later arrested female driver on Operating while under the influence of drugs. Search of the car located counterfeit \$100, Drugs taser, brass knuckles.
- **9-08-23 Disturbance/ Death investigation**, Econolodge, Officers initially responded to location for unresponsive male who was involved in a fight. Upon further investigation, the deceased male had physically assaulted his wife in a domestic disturbance. Previously, the deceased male was involved in a physical fight with a good Samaritan who attempted to intervene on behalf of the battered female. Investigation Bureau called to investigate.
- **9-02-23, Disturbance Downtown**, report of male with a gun. SPPD Officers investigated a report of a male who had been waving a gun around. Officers made contact with male who was in fact armed with a handgun. Male was determined to be armed while intoxicated. Male was also a felon in possession of a firearm.
- **9-01-23 Motorcycle Crash**, Church St. & Patch, Motorcycle accelerated while going under the overpass. Motorcycle collided with a truck and trailer causing significant injuries to the driver of the motorcycle and passenger. Driver was air flighted to a medical facility.

Monthly Use of Force Reporting (annual total in parenthesis):

Number of Use of Force Incidents: 5 (42)

September Use of Force Summaries

- **9-12-23** - SPPD Detectives had made contact with a subject who was wanted in another county on a felony offense. The suspect ran from the officers when he was told he was under arrest. The officers were able to catch up to the suspect as the suspect entered their apartment. There, the officers were able to take the suspect to the ground and handcuff the suspect. No injuries, some damage done to the door of the apartment.
- **9-13-23** - SPPD Detectives executed a warrant on a residence. During the execution of the warrant the officers had their firearms displayed at any occupants inside until they were taken into custody. No injuries
- **9-18-23** - SPPD Detective assisted in executing a warrant on a residence in the County. During the execution of the warrant the officer had their firearm displayed at any occupants inside until they were taken into custody. No injuries
- **9-25-23** - A SPPD Officer was attempting to get a subject to leave an area business in Stevens Point. The subject decided to leave, but then began to run in traffic in an attempt to get hit. Due to the speed of the traffic and the fact it was dark out, the Officer saw an opportunity to stop the subject from being struck by a vehicle and tackled the subject to the ground. The subject was later cited and released without injury.
- **9-25-2023** – SPPD Officers were attempting to arrest a wanted subject inside a store. The subject, once confronted by police pulled out a shaving razor and held it their throat and also held their wife close to them as a possible hostage. Officers had their firearms

and tasers drawn and reasoned with the suspect. The suspect put down their weapon after a short discussion and was taken into custody without incident.

Mental health related incidents: Officers Responded to the following in September:

- Total welfare checks for 2023 = 592
- 52 Welfare checks
- 7 Voluntary
- 6 Chapter 51's
- 1 alcohol commitment
- 1 suicide

Training:

09/06/23	DRE -Re-cert	NWTC , Green Bay	Lee
08/22,23,24,25	CI Rescue/ Warrant Services FBI	Plover/Marathon Co	Lepinski
9/24-27/2023	K-9 Wlecha	Dells	Ballew
9/24-27/2023	K-9 Wlecha	Dells	
09/27/23	Vortex Training W/ Marathon Co MEG	Barneveld	Lepinski
09/27/23	Vortex Training W/ Marathon Co MEG	Barneveld	Lawryn

Field Training (FTO):

- Officer Will Klismith successfully completed the field training program and is on solo patrol as of 9-25-23. Ofc. Klismith has been assigned to dayshift in place of retired Ofc. Raasoch.

Auxiliary Unit:

- SPPD Auxiliary training for Sept. SPPD Aux. Officers were issued and trained on proper fit for Ballistic body armor (purchased with community donations). SPPD body Armor policy issued for training.
- 10 Events
 - 9-30-23 – SPASH Homecoming Dance
 - 9-29-23 – SPASH Homecoming Football Game
 - 9-29-23 – SPASH Homecoming Parade
 - 9-27-23 – SPASH Mrs. SPASH event
 - 9-16-23 – Blubber Run Pointoberfest
 - 9-15-23 – SPASH Football Game
 - 9-09-23 – Pacelli Panacea
 - 9-08-23 – Pacelli Panacea
 - 9-02-23 – SPASH Football Game
 - 9-02-23 – JackStand Car Club - \$250 donation

School Resource Officers:

SPASH

- Power outage and issues with air handler caused an early dismissal during sophomore orientation.
- 84 calls for service.
 - Four investigations for "securely" alerts regarding gun related internet searches. All cleared with no concern.
 - 5 parking lot crashes
 - 3 Disorderly conduct motor vehicle complaints
 - 5 Harassment investigations, all handled with school discipline to this point
 - 4 Thefts
 - 2 Vaping investigations- one citation for vape possession
 - 2 Drug investigations- marijuana edibles and THC vape recovered. Citation issued
 - 1 Fight- cleared with a DC ticket
 - 1 Student brought three knives, alcohol, and vapes to the Alternative School- cleared with arrest

PJ Jacobs

- Officer Chi Yang has been selected to be new School Resource Officer to take place of Ofc. Quisler who is expected to be retiring in January 2024.
- Lockdown and Fire Drills scheduled for this year
- School district installed two new School Zone signs on Michigan Avenue and SRO Quisler has been warning parents about turning violations from Michigan Ave. onto College Avenue between 7:15am and 7:45am.
- 62 Calls for Service
 - 2 – Juvenile referrals
 - 8 – School Consequences for rule violations

Ben Franklin

- 70 calls for service involving behavior issues, rule violations, bullying and disruptions.
 - 31 School assigned consequences
 - 1 Juvenile referral (brought a knife to school)
 - 3 Citations (vaping and thefts)
 - 1 Arrest – student placed on 72 hour hold
- Ofc. Marchel continues the Police Outreach program, speaking with approx. 65 students on the topics of internet safety/security and sexting.
- Willow returned for her first full school year

K9

- Donation of \$7400 to the Stevens Point K9 fund by Jack Stand Car Club.
- Donation of \$5000 to the Stevens Point K9 fund by Steel King Industries.
- Officer Jason Dienger began his 6 week training at Vohne Liche Kennels as our new handler of K9, Coye.



- 9-09-23 K9 Barry and Sgt. JD Ballew won 2nd place at the K9 Olympics in Narcotic Detection.



Respectfully submitted,

Chief Robert Kussow
Stevens Point Police Department