



AGENDA

POLICE AND FIRE COMMISSION

Members

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

Date and Time: November 7, 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. Approval of Minutes
3. Confirmation of Bills
4. Discussion, with possible action, on the final revision to the Policies and Procedures for the Police and Fire Commission.
5. Police Chief's Report
6. Discussion, with possible action, on moving forward with the employment of Entry level Firefighter/Paramedics.
7. Discussion, with possible action, to approve P-FF/PM Moseley to Firefighter/Paramedic status as of Nov. 7th, 2023.
8. Discussion, with possible action, on the appointment of Firefighter/Paramedic Jennifer Petkoff to the position of Field Training Paramedic.
9. Discussion, with possible action, on accepting a donated dishwasher for Station #2 which the department will have inspected by the City.
10. Discussion, with possible action, on the approval of the Fire, EMS, and Emergency Management 2024 Operational Budgets.
11. Discussion on Division Chiefs and Deputy Fire Marshal within the department being Non-Exempt vs. Exempt Employees.
12. Fire Chief's Report/EMS Report
13. Adjourn into closed session pursuant to Wis. Stats. 19.85(1)(c) (Considering employment, promotion, compensation or performance evaluation data of any public employee over

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.

which the governmental body has jurisdiction or exercises responsibility) and 19.85(1)(e) (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for discussion of the following:

- a. Police Chief and Fire Chief annual evaluations.
- b. Possible extension of probationary period for an employee in the Fire Department.
- c. Update on EMS contract negotiations with Portage County.

14. Adjournment.

These Minutes are unofficial and subject to modification upon review by the Commission at their November meeting.

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF OCTOBER 3, 2023**

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

Also Present: Police Chief Kussow, Fire Chief Moody, Assistant Chief Rottier, Assistant Chief Williams, Assistant Chief Gemza, Lt. Uitenbroek, City Attorney Beveridge, Records Bureau Supervisor Tork, Alderperson Kneebone

- 2. President's Report**

Nothing to report.

- 3. Approval of Minutes**

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the minutes of the September 5, 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 September bills.

Ayes, all; nays, none. Motion carried.

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

Due to a few more changes requested by Commissioners, the final vote will be at the November meeting.

- 6. Discussion, with possible action, on approval of the 2024 Operational Budget for the Police Department.**

See attached report.

Commissioner Zenner moved, seconded by Commissioner Ostrowski, to approve the 2024 Operational Budget for the Police Department.

Ayes, all; nays, none. Motion carried.

7. Fire Chief's Report/EMS Report

See attached reports.

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

Ayes, all; nays, none. Motion carried.

8. Police Chief's Report

See attached report.

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

Ayes, all; nays, none. Motion carried.

9. Discussion, with possible action, on the promotion of Motor Pump Operator/Paramedic Ben Schultz to the position of Lieutenant.

Commissioner Mrozek moved, seconded by Commissioner Kirschling, to approve the promotion of Motor Pump Operator/Paramedic Ben Schultz to the position of Lieutenant, effective October 4, 2023.

Ayes, all; nays, none. Motion carried.

10. Discussion, with possible action, on the appointment of Firefighter/Paramedic Dustin Fleisner to the position of Motor Pump Operator/Paramedic.

Commissioner Zenner moved, seconded by Commissioner Kirschling, to approve the appointment of Firefighter/Paramedic Dustin Fleisner to the position of Motor Pump Operator/Paramedic, effective October 4, 2023.

Ayes, all; nays, none. Motion carried.

11. Further discussion on overtime for the 40-hour Chief within the Fire Department at a straight time rate.

12. Adjournment.

The meeting adjourned at 3:40 p.m.

CITY OF STEVENS POINT

PD WORKING BUDGET

Period: 06/23

Page: 1

Aug 22, 2023 03:37PM

Account Number	Account Title	2020 Pri Year 3 Actual	2021 Pri Year 2 Actual	2022 Pri Year 1 Actual	2023 Cur YTD Actual	2023 Cur Year Budget	2024 Fut Year Budget	2024 Fut Year Budget
GENERAL FUND								
INTERGOVERNMENTAL REVENUES								
100.43.20520.52	STATE AID - POLICE TRAINING	7,200	6,720	7,200	0	6,800	14,000	(annual reimbursement is doubling from \$160 to \$320)
		7,200	6,720	7,200	0	6,800	14,000	
Total INTERGOVERNMENTAL REVENUES:								
LICENSES & PERMITS								
100.44.20202.52	BICYCLE LICENSE REVENUE	384	690	492	96	400	400	
		384	690	492	96	400	400	
Total LICENSES & PERMITS:								
FINES & FORFEITURES								
100.45.20110.52	COURT PENALTIES/FINES/COSTS	10,539	5,664	5,437	2,069	15,000	15,000	
100.45.20111.52	PD SHARE MUNI FINE/FORFEITURE	97,716	104,055	110,845	62,048	145,000	145,000	
		108,255	109,720	116,282	64,117	160,000	160,000	
Total FINES & FORFEITURES:								
PUBLIC CHARGES FOR SERVICES								
100.46.20201.52	POLICE - ALARM REVENUES	2,144	5,432	1,808	966	5,000	5,000	
100.46.20210.52	POLICE CONTRACTUAL SERV	440	12,016	11,280	3,252	7,500	7,500	
100.46.20211.20	(NT)POLICE GENERAL REV	2,463	6,647	8,344	2,790	8,000	8,000	
100.46.20212.52	(T)POLICE GENERAL REV	763	446	0	0	100	100	
100.46.20215.52	RESTITUTION FOR POLICE DEPT	31	0	152	0	250	250	
100.46.20350.52	POLICE RESTITUTION-BLOOD DRAW	1,498	1,807	1,496	1,417	2,500	2,500	
		7,340	26,349	23,080	8,425	23,350	23,350	
Total PUBLIC CHARGES FOR SERVICES:								
INTERGOVERNMENTAL CHGS FOR SVC								
100.47.20512.52	SCH. DIST REIMB/POL LIAISON	181,457	186,900	192,508	0	190,441	190,441	
		181,457	186,900	192,508	0	190,441	190,441	
Total INTERGOVERNMENTAL CHGS FOR SVC:								
MISCELLANEOUS REVENUE								
100.48.20702.52	DONATIONS FOR POLICE AUXILIARY	1,000	130	6,666	9,477	0	0	
100.48.20703.52	POLICE MISC REVENUE	-10	300	3,816	0	0	0	
100.48.20704.52	CHAPLAIN PROGRAM DONATIONS	0	0	0	0	0	0	
100.48.20705.52	DONATIONS FOR POLICE DEPT	0	0	3,600	0	0	0	
100.48.20706.52	K-9 UNIT DONATIONS	17,838	8,289	7,399	4,957	0	0	
100.48.20707.52	BIKE PATROL DONATIONS	0	0	0	0	0	0	
		18,878	8,719	21,481	14,434	0	0	
Total MISCELLANEOUS REVENUE:								
GENERAL GOVERNMENT								
POLICE & FIRE COMMISSION								
100.51.21110.3001	GENERAL SUPPLIES	0	0	0	0	0	0	
100.51.21110.5000	MISCELLANEOUS EXPENSES	0	43	193	94	300	300	
		0	43	193	94	300	300	
Total POLICE & FIRE COMMISSION:								
PUBLIC SAFETY								
POLICE DEPARTMENT								
100.52.20100.1440	CROSSING GUARDS WAGES	15,037	21,161	24,193	12,669	37,575	27,575	15,000
100.52.20100.1530	GENERAL OVERTIME WAGES	217,521	269,005	248,226	116,231	240,230	240,230	
100.52.20100.1532	OVERTIME EARNED IN PRIOR YEARS	-31,869	-62,531	-73,092	-30,166	-40,000	-40,000	Unknown raise dependent
100.52.20100.1533	OVERTIME EARNED IN PY - RB	-794	-103	-143	-1,653	0	0	
100.52.20100.1534	GENERAL OVERTIME WAGES - RB	1,131	29	2,554	119	1,069	1,069	Budget Line added expense adjustment
100.52.20100.1540	BOOKED TIME CHARGES	41,240	35,294	11,860	2,495	0	0	
100.52.20100.1590	CONTRACTUAL PAY	366	13,484	12,862	4,646	8,405	8,405	Budget line savings adjustment
100.52.20100.1660	K-9 STIPEND PAY	11,906	12,240	12,561	7,041	18,135	18,135	
100.52.20100.1670	UNIFORM PAY	27,767	26,658	28,642	28,642	30,800	30,800	New Totals for each line item.
100.52.20100.2212	TV SERVICES	992	1,011	1,118	493	900	900	
100.52.20100.2800	IT/COMPUTER EQUIPMENT	1,807	1,160	8,051	981	5,000	5,000	
100.52.20100.2821	TIME SYSTEM SERVICES	4,550	5,523	5,551	2,748	4,000	4,000	

With the 5000 added which was taken for 2023 raises.

100.52.20100.2906	IT CONTRACTED SERVICES	33,182	10,943	8,483	0	5,000	5,000	
100.52.20100.2907	SOFTWARE LICENSE FEES	5,680	29,170	35,783	23,823	43,000	60,000	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	1,500
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	13,677	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	5,500	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	2,902	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	534,844	
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	0
227.43.00220.52	STATE REV - FORFEITED PROPERTY	0	2,963	0	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	0

Total INTERGOVERNMENTAL REVENUES:									
MISCELLANEOUS REVENUE									
227.48.00100.51	FED - INV INTEREST REVENUE	14,133	18,978	1,280	125	15,000	15,000		
227.48.19900.51	FED - MISC UNCLASSIFIED REV	0	0	0	0	0	0	0	0
227.48.19920.52	STATE - MISC UNCLASSIFIED REV	0	0	0	0	0	0	0	0
227.48.19925.52	LOCAL - MISC UNCLASSIFIED REV	0	0	0	0	0	0	0	0
Total MISCELLANEOUS REVENUE:									
PUBLIC SAFETY									
FED - MISC EXPENSES									
227.52.00100.5000	FED - MISC EXPENSES	0	0	0	0	15,000	15,000		
Total FED - MISC EXPENSES:									
STATE - MISC EXPENSES									
227.52.00120.5000	STATE - MISC EXPENSES	0	0	3,517	0	0	0	0	0
Total STATE - MISC EXPENSES:									
LOCAL - MISC EXPENSES									
227.52.00125.5000	LOCAL - MISC EXPENSES	25,593	7,322	11,421	0	0	0	0	0
Total LOCAL - MISC EXPENSES:									
FORFEITURE FUND Revenue Total:									
228.43.00820.52	FORFEITURE FUND Revenue	25,593	7,322	11,421	0	0	0	0	0
FORFEITURE FUND Expenditure Total:									
228.43.00821.52	FORFEITURE FUND Expenditure	14,133	18,978	1,280	125	15,000	15,000		
228.43.00825.52	Net Total FORFEITURE FUND:	25,593	7,322	14,937	0	15,000	15,000		
DRUG TASK FORCE FUND									
228.43.00540.52	Net Total FORFEITURE FUND:	-11,460	11,656	-13,657	125	0	0		
INTERGOVERNMENTAL REVENUES									
MEG - STATE GRANT REVENUE									
228.43.00820.52	MEG OT REIMBURSEMENT'S	0	0	0	0	0	0	0	0
228.43.00821.52	MEG CONFIDENTIAL FUNDS REIMB	14,126	26,603	7,447	11,446	13,000	13,000		
228.43.00825.52	OTHER CONFIDENTIAL FUNDS REIMB	8,280	1,600	3,100	0	7,000	7,000		
Total INTERGOVERNMENTAL REVENUES:									
228.48.00900.52	MISC REVENUE	0	0	0	0	0	0	0	0
Total MISCELLANEOUS REVENUE:									
PUBLIC SAFETY									
MEG - OVERTIME EXPENSES									
228.52.20128.5960	MEG - OVERTIME EXPENSES	0	24,080	6,407	190	0	0		
228.52.20128.5962	MEG - CONFIDENTIAL FUNDS EXP	10,160	0	3,200	4,478	20,000	20,000		
Total MEG - DRUG ENFORCEMENT OPER:									
228.52.20129.5962	OTHER DRUG INVEST (NON-MEG)	10,160	24,080	9,607	4,668	20,000	20,000		
Total OTHER DRUG INVEST (NON-MEG):									
228.52.20130.5962	BRYNE JAG GRANT EXP	0	0	0	0	0	0	0	0
Total BRYNE JAG GRANT EXP:									
TRANSFERS OUT									
228.59.20100.9500	OPERATING TRANS TO GEN FUND	0	0	1,938	0	0	0	0	0
Total OPERATING TRANS TO GEN FUND:									
DRUG TASK FORCE FUND Revenue Total:									
228.52.20128.5962	DRUG TASK FORCE FUND Revenue	0	0	500	0	0	0	0	0
Net Total DRUG TASK FORCE FUND:									
228.52.20128.5962	Net Total DRUG TASK FORCE FUND:	22,406	28,703	10,547	11,446	20,000	20,000		
POLICE GRANTS - PASS THRU FUND									
228.52.20128.5962	DRUG TASK FORCE FUND Expenditure Total:	10,160	24,080	12,045	4,668	20,000	20,000		
228.52.20129.5962	Net Total DRUG TASK FORCE FUND:	12,246	4,623	-1,498	6,778	0	0		
INTERGOVERNMENTAL REVENUES									
228.43.00589.52	SPEED ENFORCEMENT GRANT	9,347	9,535	9,931	0	10,000	10,000		
228.43.00593.52	BULLET PROOF VEST GRANT	2,416	0	3,616	0	3,500	3,500		
228.43.00597.52	SAFER UNIVERSITY PROGRAM GRANT	13,112	12,149	12,679	0	12,500	12,500		
228.43.00598.52	SUBSTANCE OPIOID RESPONSE GRNT	0	0	0	0	0	0	0	0
228.43.00599.52	WI DOA-LAW ENF GRNT REVENUES	0	0	25,796	44,846	0	0		
Total INTERGOVERNMENTAL REVENUES:									
228.43.00599.52	WI DOA-LAW ENF GRNT REVENUES	24,874	21,684	52,023	44,846	26,000	26,000		

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

STEVENS POINT

1701 FRANKLIN STREET
715-344-1833



FIRE DEPARTMENT

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

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

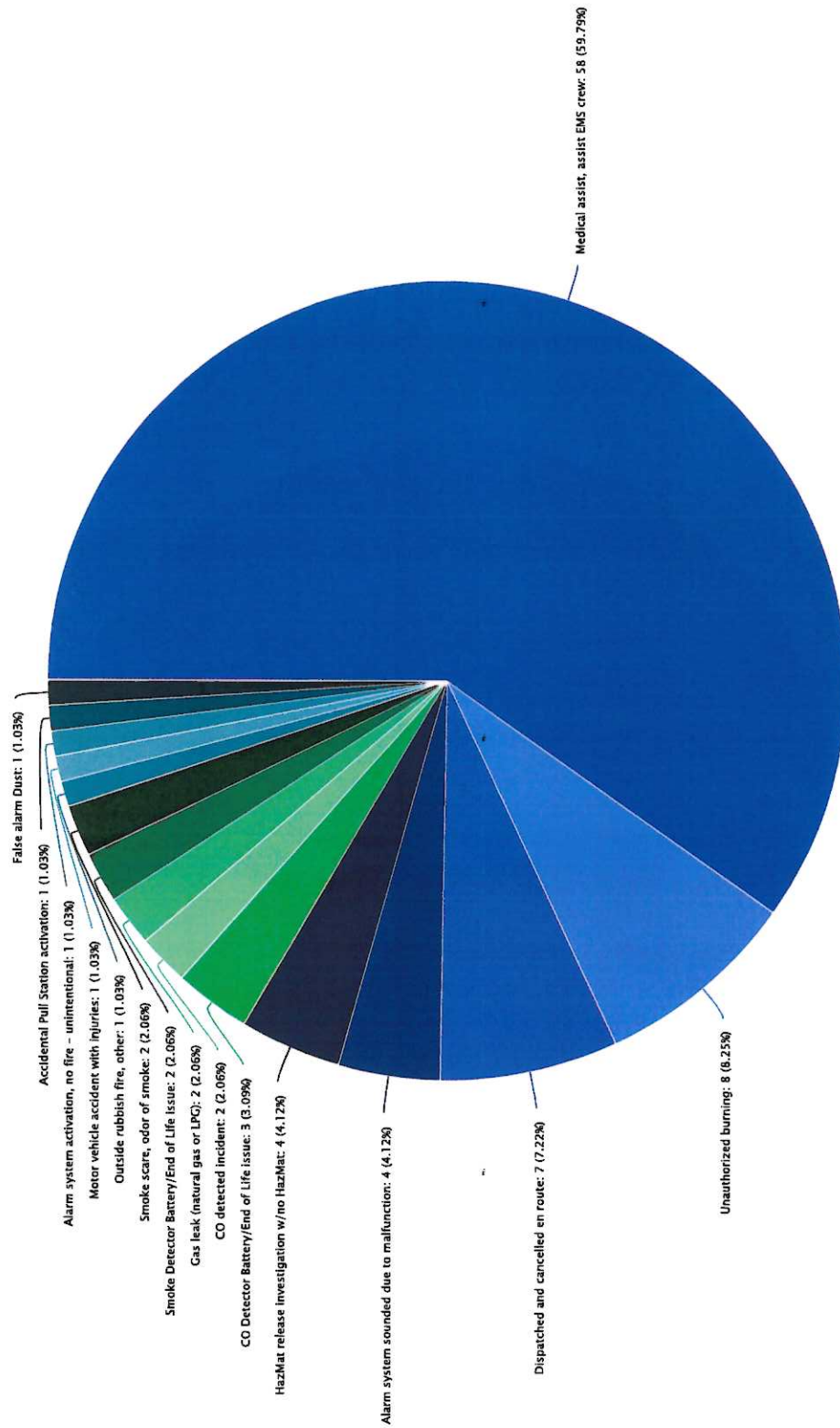
Aid Given and Received Yearly

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

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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



Fire Department	Sep 01, 2023 to Sep 30, 2023						Muthual Aid Received	% of Total Mutual Aid Given	% of Total Mutual Aid Received
	Automatic Aid Given	% of Total Automatic Aid Given	Automatic Aid Received	% of Total Automatic Aid Received	Muthual Aid Given	% of Total Mutual Aid Given			
Hull Fire Department	0	0%	2	0%	0	0%	2	0%	0%
Plover Fire Department	0	0%	2	0%	2	100%	1	100%	0%
Rudolph Fire Department	0	0%	0	0%	0	0%	1	0%	0%
Stockton Fire Department	0	0%	0	0%	0	0%	1	0%	0%
Overall	0	0%	4	100%	2	100%	5	100%	100%

Aid Given and Received Yearly



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)

III

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

10/2/23 8:30 AM

Continuum

Property Loss Incidents (Top 20) Yearly

三

Before Oct 31, 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	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	9/26/2023 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	23SF00853	Highway or divided highway	-1	HWY 66 & I39	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	10983	1 or 2 family dwelling	5426	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
1701 FRANKLIN STREET
715-344-1833



Jb D Moody
FIRE CHIEF

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

**Stevens Point Fire and EMS Department
Activities Report
September 2023**

Training:

- Sharon First Responders, Medic 1 orientation.
- Protocol Review with all three crews.
- Dementia training with Carley Prochaska, Dementia Care Specialist with Portage County ADRC
- Hosted First Responders Skills Lab
- Emergency Vehicle Operations
- Advanced Difficult Airway

Academy Graduation: Jared Higgins completed his 5-week academy and is now on A Crew.

Ambulance Build: Medics from SPFD, Plover and Amherst completed designing the ambulance patient compartment and the Ambulances have been ordered.

Public Education:

- Hands Only CPR for the WIAA staff
- Medic 2 participated in Stockton's Fire Departments Open House
- Medic 1 and DC Ewing participated in the Portage County Falls Prevention Fair

Field Training Paramedic: Jennifer Petkoff completed the Field Training Paramedic assessment center.

Respectfully submitted,

Joseph A. Gemza, Jr.

Joseph A. Gemza, Jr.
Assistant Chief of EMS



September 2023 Monthly EMS Report

Medic 1			
	Month	YTD	2022 YTD
Responses	215	1703	1485
Transport/Treat ALS	144	1162	967
Transports BLS	5	24	48
Cancel/Refuse/No Trans	64	512	462
Hosp to Hosp	2	10	13

Medic 2			
	Month	YTD	2022 YTD
Responses	113	964	977
Transport/Treat ALS	78	665	608
Transports BLS	4	16	34
Cancel/Refuse/No Trans	30	281	333
Hosp to Hosp	1	4	3

Medic 3			
	Month	YTD	2022 YTD
Responses	3	185	232
Transport/Treat ALS	0	125	160
Transports BLS	1	10	9
Cancel/Refuse/No Trans	2	50	62
Hosp to Hosp	0	0	1

Medic 4			
	Month	YTD	2022 YTD
Responses	10	86	50
Transport/Treat ALS	4	42	27
Transports BLS	2	11	1
Cancel/Refuse/No Trans	4	33	15
Hosp to Hosp	0	0	0

Medic 5			
	Month	YTD	2022 YTD
Responses	2	18	22
Transport/Treat ALS	2	11	14
Transports BLS	0	0	0
Cancel/Refuse/No Trans	0	4	9
Hosp to Hosp	0	0	0

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

Totals			
	Month	YTD	2021 YTD
Responses	343	3110	3080
Transport/Treat ALS	228	2004	1984
Transports BLS	12	104	95
Cancel/Refuse/No Trans	100	981	966
Hosp to Hosp	3	20	19

Vehicle	Year	Make	Model	Current Vehicle Miles
51Med1-A918	2021	IH	CV	29,949
51Med2-A187	2018	Ford	F-550	96,063
51Med3-A184	2018	Ford	F-550	84,587
51Med4-A211	2015	Ford	F-550	75,066
51Med5-A554	2010	IH	4300	162,543

Simultaneous Calls			
Units	Month	YTD	2022 YTD
2	78	605	547
3	12	90	65
4	3	13	14
5	0	3	3

Car 5 Response			
	Month	YTD	2022 YTD
Responses	23	169	160

RRU Response Location			
	Month	YTD	2022 YTD
V Plover	1	16	13
V Almond	0	0	0
V Amherst	0	1	1
V Amherst Jct	0	0	0
V Jct City	2	9	3
V Nelsonville	0	0	0
V Park Ridge	0	0	0
V Rosholt	1	9	8
V Whiting	5	27	23

T Alban	0	2	5
T Almond	0	1	0
T Amherst	0	0	2
T Belmont	0	0	0
T Buena Vista	1	1	1
T Carson	2	15	14
T Dewey	1	20	7
T Eau Pleine	0	6	4
T Grant	0	0	0
T Hull	7	31	37
T Lanark	0	1	1
T Linwood	0	5	6
T New Hope	0	0	0
T Pine Grove	0	0	1
T Plover	0	5	3
T Sharon	3	11	9
T Stockton	0	13	20
Other	0	0	0
St Point	0	3	0



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	Lawrynk

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

Date Paid	Vendor Name	Description	Amount Paid
10/06/2023	PORTAGE COUNTY TREASURER	CITY SHARE - RANGE ELECTRIC BILL	28.79
10/06/2023	AT&T MOBILITY II LLC	WIRELESS SERVICE - PATROL LAPTOP/DATA CHARGES	617.33
10/19/2023	VERIZON WIRELESS - NJ	POLICE DEPT - CELL PHONES	800.47
10/19/2023	CHARTER COMMUNICATIONS - 223085	SPECTRUM BUSINESS TV - SPPD - 933 MICHIGAN AVE	79.55
10/26/2023	WORZELLAS POINT SUPPLY LLC	CHEMICAL CLEANER FOR SERVER ROOM	38.84
10/19/2023	WISCONSIN DEPT OF JUSTICE - TIME	QUARTERLY TIME SYSTEM & OFFICER SUPPORT	753.75
10/06/2023	CALLYO 2009 CORP	ANNUAL CALLYO PLUS SOFTWARE - 5 USERS W/LIVE VIRTUAL	4,920.00
10/06/2023	COMPLETE OFFICE OF WI INC	PACK OF LANYARDS	29.07
10/06/2023	COMPLETE OFFICE OF WI INC	WALL CALENDAR 2024	16.46
10/06/2023	COMPLETE OFFICE OF WI INC	CREDIT - CALENDARS RETURNED	37.78-
10/19/2023	COMPLETE OFFICE OF WI INC	BINDER CLIPS (VARIOUS SIZES)	7.39
10/19/2023	COMPLETE OFFICE OF WI INC	COIN ENVELOPES FOR SD CARDS	68.10
10/06/2023	MIDSTATE LOCK & SAFE LLC	WATER TOWER KEYS (25)	75.00
10/06/2023	O'REILLY AUTO PARTS	ALTERNATOR/CORE	655.00
10/06/2023	O'REILLY AUTO PARTS	WIPER BLADE	17.29
10/20/2023	O'REILLY AUTO PARTS	CREDIT	30.00-
10/20/2023	O'REILLY AUTO PARTS	WIPER BLADE	179.88
10/20/2023	O'REILLY AUTO PARTS	WIPER FLUID	78.96
10/06/2023	STAR BUSINESS MACHINES INC	REPAIR & CLEAN PAPER FOLDER	120.00
10/20/2023	STEVENS POINT AUTO CENTER	WATER PUMP ASSY/BELT	203.78
10/20/2023	STEVENS POINT AUTO CENTER	COOLANT FAN ASSY	240.24
10/06/2023	WERNER ELECTRIC SUPPLY COMPANY	PHILLIPS LIGHT BULB 12 PACK	29.95
10/19/2023	BATTERIES PLUS	BATTERY - SQUAD 5	193.35
10/19/2023	RAY O'HERRON CO INC	UNIFORM PANTS, SHIRTS, JACKETS, RAINCOAT, BELTS - HARP	1,065.78
10/19/2023	ASPIRUS INC	ETOH BLOOD DRAWS	231.00
10/19/2023	MOTOROLA SOLUTIONS INC	AUXILIARY RADIOS (2)	8,900.24
10/26/2023	V.A.&C.	POLICE AUXILIARY - SEW ON PATCHES	56.00
10/19/2023	BALLEW, JEREMIAH	MEAL REIMB - 9/24/23-9/27/23, WLECHA K-9 CONF, TWO RIVERS	64.00
10/20/2023	ILLINOIS TOLLWAY	ILLINOIS TOLLS FOR DIENGER & BALLEW FOR K9 TRAINING	148.35
10/19/2023	JOHNSON, JOSEPH	MEAL REIMB - 9/25/23-9/27/23 PUBLIC INFORMATION BASICS, L	88.00
10/20/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	4,542.54
10/06/2023	STEVENS POINT PUBLIC UTILITIES	933 MICHIGAN AVE	541.87
10/06/2023	CONFIDENTIAL RECORDS INC	CONFIDENTIAL PAPER SHREDDING - ON SITE - SPPD 933 MICH	117.00
10/19/2023	MIDSTATE LOCK & SAFE LLC	NEW LOCK - DOOR BY BOYS N GIRLS CLUB	564.00
10/19/2023	PALMS, JEFFREY L	MAINTENANCE SERVICES AT SPPD/933 MICHIGAN AVE THRU 1	564.00
10/19/2023	TAYLOR, MARGARET CAROL	CLEANING SERVICES - 933 MICHIGAN AVE - SPPD	1,032.20
10/19/2023	WM CORPORATE SERVICES INC	GARBAGE/RECYCLING - SPPD 933 MICHIGAN AVE	332.35
10/06/2023	NASSCO INC	DEODORIZER KITS (4)	67.16
10/06/2023	NASSCO INC	BATH TISSUE, TOWELS, CAN LINERS, CLEANER	261.44
10/19/2023	NASSCO INC	FILTER BAGS, PAPER TOWELS, BRUSH STRIP	258.71
10/20/2023	WERNER ELECTRIC SUPPLY COMPANY	LIGHT BULBS	120.64
Grand Totals:			28,040.70



STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

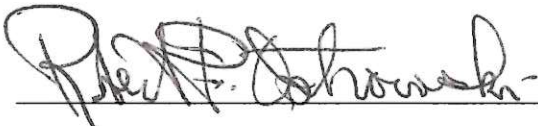
*The Uniform Allowance line item is also used for the total annual allowance of \$5700, which is paid on the second payroll check in January. Due to this amount being paid through payroll, it will not show on this report.

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND - POLICE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
GENERAL UTILITY CHARGE	100.52.20100.2200		194	194	(194)	.00
TELEPHONE UTILITY CHARGES	100.52.20100.2203	28,000	26,238	26,238	1,762	93.71
TV SERVICES	100.52.20100.2212	900	736	736	164	81.80
IT/COMPUTER EQUIPMENT	100.52.20100.2800	5,000	981	981	4,019	19.63
TIME SYSTEM SERVICES	100.52.20100.2821	4,000	4,121	4,121	(121)	103.03
IT CONTRACTED SERVICES	100.52.20100.2906	5,000	150	150	4,850	3.00
SOFTWARE LICENSE FEES	100.52.20100.2907	43,000	23,823	23,823	19,177	55.40
CONTRACTED RADIO/COMM MAINT	100.52.20100.2913	7,000	5,032	5,032	1,968	71.89
GENERAL SERVICES	100.52.20100.2932	3,400	17,046	17,046	(13,646)	501.36
GENERAL SUPPLIES	100.52.20100.3001	12,500	19,838	19,838	(7,338)	158.70
CRIMINAL INV SUPPLIES	100.52.20100.3003	7,000	3,925	3,925	3,075	56.07
MEMBERSHIP DUES	100.52.20100.3202	800	588	588	212	73.46
GENERAL TRAVEL EXPENSES	100.52.20100.3300	400	388	388	12	97.02
MILEAGE EXPENSES	100.52.20100.3301	200	59	59	141	29.55
GAS & OIL CHARGES	100.52.20100.3401	80,000	67,895	67,895	12,105	84.87
COMMUNITY/PUBLIC RELATIONS	100.52.20100.3450	3,000	2,983	2,983	17	99.45
PARTS & SUPPLIES	100.52.20100.3501	15,000	19,876	19,876	(4,876)	132.51
VEHICLE TOWING CHARGES	100.52.20100.3504	800	1,509	1,509	(709)	188.63
VEHICLE CLEANING EXP	100.52.20100.3508	3,300	287	287	3,013	8.71
OPERATIONS SPT FLEET EQUIPMENT	100.52.20100.3510	6,000	681	681	5,319	11.35
PROTECTIVE VESTS	100.52.20100.3603	5,000	4,631	4,631	369	92.62
TASER EQUIPMENT	100.52.20100.3605	5,000	3,366	3,366	1,634	67.32
CAMERA EQUIPMENT	100.52.20100.3606	7,000	1,380	1,380	5,620	19.71
RANGE SUPPLIES	100.52.20100.3607	1,500	261	261	1,239	17.41
SWAT SUPPLIES	100.52.20100.3608	1,000	708	708	292	70.84
AMMO & SUPPLIES	100.52.20100.3609	11,000	13,352	13,352	(2,352)	121.38
UNIFORM REPLACEMENTS	100.52.20100.3801	11,500	6,405	6,405	5,095	55.70
MISCELLANEOUS EXPENSES	100.52.20100.5000	12,000	3,230	3,230	8,770	26.92
OSHA BLOOD PATH PROG EXP	100.52.20100.5600	1,000			1,000	.00
EVIDENTIAL BLOOD DRAW EXPENSE	100.52.20100.5610	4,200	3,043	3,043	1,157	72.45
INVESTIGATION BUREAU EXP	100.52.20100.5611	1,000	1,375	1,375	(375)	137.47
PRISONER EXPENSES	100.52.20100.5615	3,000			3,000	.00
CRIME PREVENT PROG EXP	100.52.20100.5704	3,000	2,649	2,649	351	88.30
LEXIPOL	100.52.20100.5705	9,600	10,961	10,961	(1,361)	114.18
AUXILIARY POLICE UNIT	100.52.20100.5706	1,150	2,557	2,557	(1,407)	222.31
K-9 UNIT EXPENSES	100.52.20100.5712	1,000	2,142	2,142	(1,142)	214.17
BICYCLE PATROL EQUIPMENT	100.52.20100.5713	300	456	456	(156)	152.15
GENERAL TRAINING EXPENSES	100.52.20100.5907	24,000	11,391	11,391	12,609	47.46
IN-SERVICE TRAINING	100.52.20100.5909	6,880	9,409	9,409	(2,529)	136.77
EDUCATIONAL COMPENSATION	100.52.20100.5912	3,000	5,250	5,250	(2,250)	175.00
PROMOTION/RECRUIT TESTING	100.52.20100.5921	4,000	3,779	3,779	221	94.46
 GAS/ELECTRIC CHARGES	 100.52.20105.2200	 62,605	 40,093	 40,093	 22,512	 64.04
WATER/SEWER UTIL. CHARGES	100.52.20105.2204	2,320	990	990	1,330	42.65
CONTRACTED BUILDING MAINT	100.52.20105.2922	55,000	35,968	35,968	19,032	65.40
GEN BLDG EXPENSES & SUPPLIES	100.52.20105.3550	3,000	5,426	5,426	(2,426)	180.87
 TOTAL FUND EXPENDITURES		 464,355	 365,174	 365,174	 99,181	 78.64

Date Paid	Vendor Name	Description	Amount Paid
10/17/2023	THOMSON, JUSTIN	REPLACEMENT DEPT T-SHIRT (DAMAGED ON DUTY)	12.37
10/06/2023	UNIFORM SHOPPE OF GRN BAY INC, THE	NAMETAG - MALIN	23.95
10/20/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	1,071.15
10/06/2023	STEVENS POINT PUBLIC UTILITIES	4401 INDUSTRIAL PARK RD	459.57
10/06/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #1	63.30
10/06/2023	ALADTEC INC	ANNUAL SUBSCRIPTION	5,146.00
10/17/2023	TARGET SOLUTIONS LEARNING LLC	ANNUAL PREMIER MEMBERSHIP FEES	1,985.10
10/06/2023	NORTHWAY COMMUNICATIONS INC	CHANNEL KNOB REPAIR	8.00
10/17/2023	NORTHWAY COMMUNICATIONS INC	RADIO KNOB REPAIR	7.35
10/17/2023	SPECTRA PRINT	BUSINESS CARDS - MALIN	52.00
10/17/2023	MALIN, JUSTIN	MILEAGE REIMB 10/2/23-10/4/23 BASIC PUBLIC INFO OFFICER,	138.86
10/06/2023	A+ DOORS LLC	GARAGE DOOR SPRING REPLACEMENT	966.50
10/06/2023	A+ DOORS LLC	GARAGE DOOR OPENER REPAIR - FIRE #1 BAY1	72.50
10/17/2023	A+ DOORS LLC	FIRE #1 - GARAGE DOOR REPAIR	55.00
10/06/2023	BADGER HEATING & AIR CONDITIONING	REPAIR GAS LEAK IN BASEMENT - FIRE STATION #1	465.00
10/20/2023	CUMMINS SALES AND SERVICE	PM SERVICE ON GENERATOR-FD	521.38
10/20/2023	CUMMINS SALES AND SERVICE	PM SERVICE ON GENERATOR	502.51
10/20/2023	CUMMINS SALES AND SERVICE	V-BELT	107.63
10/17/2023	MID WISCONSIN HEATING & COOLING	FIRE #2 - WATER HEATER REPLACEMENT	2,011.00
10/06/2023	GOLDEN WEST INDUSTRIAL SUPPLY	TAPE - "FIRE LINE DO NOT CROSS" X 12	304.30
10/17/2023	MACQUEEN EQUIPMENT	NFPA BAILOUT KIT (3), ESCAPE LADDER BELT (3)	129.10
10/06/2023	MENARDS	DRYWALL, CAULK & CAULK GUN	268.34
10/17/2023	MALIN, JUSTIN	MEAL REIMB 10/2/23-10/4/23 BASIC PUBLIC INFO OFFICER, WA	64.00
10/06/2023	PETTIS, JASON	REIMB TRAINING - CRITICAL CARE TRANSPORT REFRESHER -	96.57
10/17/2023	MCHS OCCUPATIONAL HEALTH	PRE-EMPLOYMENT MEDICAL TESTING	524.20
10/17/2023	MCHS OCCUPATIONAL HEALTH	PRE-EMPLOYMENT MEDICAL TESTING	517.20
10/20/2023	POINT COATING LLC	PAINT FIRE HYDRANT/BIKE RACK	200.00
Grand Totals:			15,772.88



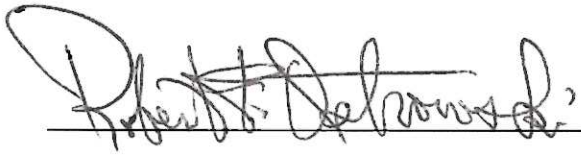
STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

*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.

GENERAL FUND - FIRE DEPARTMENT

11/02/2023 10:57AM PAGE: 1

Date Paid	Vendor Name	Description	Amount Paid
10/20/2023	WISCONSIN PUBLIC SERVICE 6040	GAS/ELECTRIC CHARGES	1,071.15
10/17/2023	WIL-KIL PEST CONTROL	PEST CONTROL - FIRE STATION #2	60.00
10/17/2023	TARGET SOLUTIONS LEARNING LLC	ANNUAL PREMIER MEMBERSHIP FEES	1,985.10
10/17/2023	EWING, ANTHONY	MEAL REIMB 9/24/23-9/27/23 BASIC PUBLIC INFO OFFICER, LUX	88.00
10/17/2023	ZVARA, DENNIS	MEAL REIMB 9/24/23-9/27/23 BASIC PUBLIC INFO OFFICER, LUX	88.00
10/06/2023	A+ DOORS LLC	GARAGE DOOR OPENER REPAIR - FIRE #1 BAY1	72.50
10/17/2023	A+ DOORS LLC	FIRE #1 - GARAGE DOOR REPAIR	55.00
10/17/2023	MID WISCONSIN HEATING & COOLING	FIRE #2 - WATER HEATER REPLACEMENT	2,011.00
10/17/2023	MCHS OCCUPATIONAL HEALTH	PRE-EMPLOYMENT MEDICAL TESTING	476.20
10/17/2023	MCHS OCCUPATIONAL HEALTH	PRE-EMPLOYMENT MEDICAL TESTING	517.20
Grand Totals:			6,424.15



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 9 MONTHS ENDING SEPTEMBER 30, 2023

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	15,764	15,764 (	3,164)	125.11
GAS/ELECTRIC CHARGES	100.52.25300.2200	20,029	13,731	13,731	6,298	68.56
TELEPHONE UTILITY CHARGES	100.52.25300.2203	7,000	7,065	7,065 (	65)	100.93
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,705			2,705	.00
TV SERVICES	100.52.25300.2212	1,500	806	806	694	53.76
IT/COMPUTER EQUIPMENT	100.52.25300.2800	2,000	140	140	1,860	7.00
CONTRACTED SERVICES - GEN	100.52.25300.2902	2,000	3,222	3,222 (	1,222)	161.08
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	12,000	15,358	15,358 (	3,358)	127.99
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	500	628	628 (	128)	125.66
GENERAL OFFICE SUPPLIES	100.52.25300.3001	1,500	1,644	1,644 (	144)	109.59
GENERAL EQUIPMENT	100.52.25300.3025	5,163	28,619	28,619 (	23,456)	554.31
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	6,866	6,866	3,634	65.39
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	265	265	235	52.93
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	4,526	4,526	474	90.53
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	109,161	109,161 (	11,664)	111.96

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. Pay per meeting will be as set by City Council. Compensation is ~~paid in a minimum block of four hours or the actual time spent whichever is greater~~ paid based upon the per-meeting amount, with any meeting or Commission activity under 4 hours in length being compensated at that amount. Any meeting or activity lasting longer than 4 hours shall be compensated with an additional per-meeting amount for each 4 hours or portion of 4 hours beyond the first 4-hour period. 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. New members shall be provided a City email account to use for Commission-related communications, information on how to report their Commission activities for compensation purposes, and the necessary paperwork and setup for receiving their pay for service on the Commission.

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~~ Communicate 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.
-



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

November 7, 2023

Police and Fire Commission
City of Stevens Point

Re: October 2023 Chief of Police Report

Commissioners:

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

Personnel: 45/49

Note of Interest:

- Ofc. Schultz continues his work for this year's Citizens Academy every Thursday.
- 10-5-23 Lt. Johnson completed a presentation on De-escalation and having a safe work environment for the WI Dept. of Children and Families. Approx. 150 attended.
- 10-6-23 Lead Ofc. Clark and Lt. Johnson attended Electric Vehicle training at the Stevens Point Fire Department.
- 10-9-23 Lt. Johnson partnered with UWSP, City of Stevens Point Inspections Dept. and the Landlord Assoc. for a presentation on Off Campus Housing.
- 10-10-23 / 10-12-23 Fall Inservice for entire Department. (CPR/Legal Update/High Risk Traffic Stops)
- 10-11-23 CSO Hensel and Lt. Johnson worked a booth at the UWSP Career Fair.
- 10-16-23 Camryn Brewbaker was hired as a new crossing guard for Michigan and Rice.
- 10-19-23 Ofc. Radsek and Lt. Johnson participated in a vehicle winterization event for individuals over 55yoa at Jiffy Lube in Plover, WI.
- 10-19-23 Lt. Johnson and CSO Hesel had a booth at Pacelli for their college and career fair.
- 10-20-23 Lt. Uitenbroek, Lt. Long, Sgt. Lawrynk, Sgt. Roser, Sgt. Klein graduated from Leadership in Police Organizations.
- 10-20-23 Ofc. Dienger and K9 Coye graduated from Vohne Liche Kennels.
- 10-20-23 Officer James Harper successfully completed conditional offer and will begin with SPPD Dec. 4th in Ofc. Raasoch's vacancy.
- 10-24-23/10-25-23 SWAT traveled to Vortex World Headquarters in Barneveld, WI to train in their state of the art facility.

- On Oct. 26th Lt. Johnson met with Sara Gant, Student Services for the Stevens Point School District, along with other members of the District at Madison Elementary, with the goal of creating some curriculum with the Elementary Schools in Stevens Point, to help build positive experiences with students and law enforcement.
- 10-27-23 Ofc. Radsek participated in "Trunk or Treat" at Sylvan Crossing assisted living.
- 10-28-23 Fall Drug Take Back to be collected and brought to Wausau for destruction.

Calls of Interest:

- 10-1-23 1000 Blk of Mian Street - Business reported breaking and entering. Suspect caught on video surveillance and turned himself in when photo released to media.
- 10-5-23 domestic disturbance inside a vehicle. Male suspect located in 5000 blk of Main St. and was arrested for battery, disorderly conduct, probation warrant and operating after revocation.
- 10-7-23 Vermont at Center – Male trying to remove stop sign. Contact made and the male had a stolen trash can and stolen construction sign. Male was extremely intoxicated and also pointed out two vehicles he had vandalized as well. Male was arrested and transported to the Portage County Jail.
- 10-7-23 2800 blk of Church St. – Male entered residence by breaking a window. Located by Officers and taken into custody, then transported to jail for burglary.
- 10-13-23 Flock hit on Chevy Trailblazer that had been involved in two prior fleeing cases. The operator has an active warrant and again took off on Officers as they tried making a traffic stop. Pursuit terminated due to location and civilians in the area. On 10-22-23 adult male was apprehended by Portage County Sheriff's Dept. after another fleeing. Several felony charges and possession of a controlled substance. In jail.
- 10-14-23 200 blk of Division St. – Male drove his truck over cement wall trying to get to Isadore St. and got truck stuck. Male received several citations and arrested for OWI.
- 10-15-23 3200 blk of Lindbergh Ave. – Male was stealing from vehicles. When the suspect was confronted by one homeowner he turned, pulled a firearm and shot at home owner. Male taken into custody on several theft charges and felony first degree recklessly endangering safety.
- 10-17-23 1200 blk of Badger Ave. – Vehicle located with male that had 2 felony warrants out of Portage County. Taken into custody without incident.
- 10-25-23 1500 blk of Strongs Ave. Welfare check on a male who had been making concerning remarks about suicide by cop. Officers responded and the male began fighting Officers. Male was arrested for battery to law enforcement and transported to the jail where he fought with jail staff as well.

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

Number of Use of Force Incidents: 3 (45)

October Use of Force Summaries

- 10-4-23 – SPPD Officers were dealing with an individual who was under the influence of an unknown substance. While Officers were trying to handcuff the subject, the subject tried to run from the Officers. The Officers were able to tackle the subject to the ground and place handcuffs on the subject. The subject received a minor abrasion to their elbow during the tackle.
- 10-7-23 - SPPD Officers had gotten a report of a subject who had stolen some street signs and was attempting to steal another one. While trying to speak with the subject who appeared intoxicated, the subject gave a fake name and then refused to ID themselves. The Officers observed the subject had a wallet in his back pocket and they attempted to retrieve the wallet when the subject pulled away from the Officers. The Officers applied some pressure to the subject's wrist as the subject tried to pull away from the Officers. The Officers then put the subject on the ground and placed handcuffs on the subject. The subject was later taken to jail without incident or injury.
- 10-20-23 – SPPD Officers were searching the roof area of a local hospital for a suspect who was trespassing. While clearing areas of the building, one Officer had their handgun drawn, and encountered the suspect. Officers gave the suspect commands, and the suspect was taken into custody without incident.

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

- Total welfare checks for 2023 = 631
- 39 Welfare checks
- 5 Voluntary
- 0 Chapter 51's
- 1 alcohol commitment

Training:

- Lt. Long, Lt. Uitenbroek, Sgt. Klein, Sgt. Roser and Det. Sgt. Lawrynk graduated from Leadership in Police Organizations.
- Point/Plover SWAT team trained for 2 days at the Vortex World Headquarters in Barneveld, WI. (Indoor shoot house, several indoor ranges, classrooms)
- Ofc. Dienger and K9 Coye graduated from Vohne Liche Kennels.
- Ofc. Plummer attended Armorer school at Fox Valley Technical College.

Auxiliary Unit:

- 10-6-23 Pacelli Homecoming Parade
- 10-8-23 Wonderful Water Half Marathon
- 10-13-23 SPASH Football Game
- 10-19-23 SPPD Auxiliary meeting
- 10-31-23 Trick or Treat Patrol
- 10-31-23 UWSP Hockey Game

School Resource Officers:

SPASH

- 118 Calls for Service
 - 12- Vaping investigations (9 citations)
 - 3 – Accidents in parking lot
 - 3- Disorderly conducts with motor vehicles
 - 2 – Students sent to juvenile detention
 - 1 – Arrest for criminal damage to property and disorderly conduct
 - 1 – fight cleared with school consequences
 - 1 – Sexting investigation – 2 citations.
 - Several Securely alerts concerning internet searches.
 - 4 – Harassment complaint
 - Truancy continues to be a significant problem.

PJ Jacobs

- 239 Calls for service
 - 79 - resulted in school consequences
 - 2 - Citations for disorderly conduct.
 - 4 - Juvenile referrals.
 - 2 – Youth Enrichment Services referrals
 - Lockdown drills completed at Bannach and PJ's this month.

Ben Franklin

- 338 – Total behavior issues involving students
 - 160 – School Consequences for behavior, detentions or loss of privileges.
 - 9 – Securley reports of students conducting inappropriate google searches.
 - 4 – Reports of threats or harassment.
 - 3 – Vaping devices located, 2 with THC (2 citations)
 - 1 – Theft case (2 citations)
 - 2 – Physical fights resulting in school consequences and 1 citation.
 - 2 – Youth Enrichment Services referrals for alcohol/drugs related issues.
 - Multiple therapy dog visits w/ students experiencing mental health and anxiety issues.

K9

- 10-20-23 Ofc. Dienger and K9 Coye successfully graduated from Vohne Liche Kennels.
- K9 Willow has completed 5 of the 8 classes needed to become certified therapy dog.

Respectfully submitted,

Chief Robert Kussow
Stevens Point Police Department

CITY OF STEVENS POINT

FIRE/AMBULANCE WORKING BUDGET
Period: 06/23Page: 1
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Account Number	Account Title	Pri Year 3 Actual	2020 Actual	2021 Actual	Pri Year 2 Actual	2022 01/23-06/23 Cur YTD	2023 Cur Year Budget	2024 Fut Year Budget	
GENERAL FUND									
INTERGOVERNMENTAL REVENUES									
100.43.00420.52	FIRE INSURANCE		92,367	95,590	99,261	0	100,000	0	
100.43.00610.51	STATE PAYMENT MUNICIPAL SERV		464,786	507,705	368,307	414,716	410,500	0	
	Total INTERGOVERNMENTAL REVENUES:		557,153	603,295	467,567	414,716	510,500	0	
PUBLIC CHARGES FOR SERVICES									
100.46.25210.52	AMBULANCE CONTRACTUAL SERVICES		3,983	2,086	0	0	0	0	
100.46.25220.52	GENERAL FIRE DEPT REVENUE		125	1,029	55	656	200	0	
	Total PUBLIC CHARGES FOR SERVICES:		4,108	3,116	55	656	200	0	
INTERGOVERNMENTAL CHGS FOR SVC									
100.47.25320.52	COUNTY AMBULANCE SUBSIDY		2,078,336	2,130,294	2,183,551	1,119,070	2,238,140	0	
100.47.25860.52	PARK RIDGE FIRE DEPT SUBSIDY		1,500	1,500	49,475	50,078	1,500	0	
	Total INTERGOVERNMENTAL CHGS FOR SVC:		2,079,836	2,131,794	2,233,026	1,169,148	2,239,640	0	
MISCELLANEOUS REVENUE									
100.48.25250.52	FIRE DEPT MISC REVENUES		0	0	0	0	0	0	
100.48.25251.52	AMBULANCE MISC REVENUE		0	0	0	1,950	0	0	
100.48.25252.52	DONATIONS FOR FIRE DEPT		0	3,200	24,991	3,000	0	0	
	Total MISCELLANEOUS REVENUE:		0	3,200	24,991	4,950	0	0	
PUBLIC SAFETY									
FIRE DEPARTMENT									
100.52.25270.1530	GENERAL OVERTIME WAGES		232,792	423,964	522,174	158,231	114,668	0	
100.52.25270.1532	OVERTIME EARNED IN PY - FIRE		-6,524	-5,419	-1,781	-1,112	-4,000	0	
100.52.25270.1540	BOOKED TIME CHARGES		3,155	3,087	2,868	553	0	0	
100.52.25270.1560	F.L.S.A. PAY		15,261	16,227	13,152	9,600	19,560	0	
100.52.25270.1651	ACTING WAGES		15,862	10,162	18,516	6,328	16,674	0	
100.52.25270.1670	UNIFORM ALLOWANCE		20,148	14,466	27,208	17,561	18,900	0	
100.52.25270.2212	TV SERVICES		1,564	1,454	1,974	928	1,325	0	
100.52.25270.2800	IT/COMPUTER EQUIPMENT		0	0	0	0	0	0	
100.52.25270.2902	CONTRACTED SERVICES - GEN		2,171	2,398	1,964	2,405	2,000	0	
100.52.25270.2906	IT CONTRACTED SERVICES		3,875	173	198	0	2,000	0	
100.52.25270.2907	SOFTWARE LICENSE FEES		18,089	22,557	17,502	6,159	15,000	0	
100.52.25270.2913	CONTRACTED RADIO/COMM MAINT		4,562	2,334	3,921	990	2,000	2,500	400
100.52.25270.3001	GENERAL OFFICE SUPPLIES		1,595	1,578	3,210	2,204	3,000	0	
100.52.25270.3202	MEMBERSHIP DUES		1,200	2,748	2,708	1,105	4,500	2,500	-2,000
100.52.25270.3301	MILEAGE EXPENSES		294	453	163	93	1,000	500	-500
100.52.25270.3550	GEN BUILDING MAINT & SUPPLIES		7,759	10,142	11,526	4,490	10,000	11,000	500
100.52.25270.3650	FIRE HOSES & FITTINGS		35	530	0	0	1,000	2,000	0
100.52.25270.3651	GENERAL FIRE EQUIPMENT		7,656	1,695	38,013	44,929	8,975	10,575	1,600
100.52.25270.3652	PERSONAL FIRE EQUIPMENT		1,073	155	1,773	369	2,500	3,200	500
100.52.25270.5000	MISCELLANEOUS EXPENSES		0	0	-20	164	0	2,000	2,000

100.52.25270.5601	GEN HEALTH/SAFETY EXP	2,042	1,002	61	144	2,000	0			
100.52.25270.5650	PUBLIC EDUCATION EXP	3,150	4,213	3,092	3,114	5,000	5,500	5,000	0	
100.52.25270.5910	GEN SEMINAR/EDUCATION EXP	5,699	15,388	16,099	13,947	17,500	20,000		2,500	
100.52.25270.5911	PRE-EMPLOYMENT TESTING	5,798	3,983	18,369	3,028	3,630	0			
100.52.25270.5912	EDUCATIONAL COMPENSATION	11,527	14,146	7,766	530	10,000	0			
100.52.25270.5930	FIRE DEPT DONATION EXP	300	3,198	0	27,991	0	0	0		
100.52.25270.8000	COMPUTER SYSTEM UPGRADES	1,640	1,515	1,151	0	2,000	0			
100.52.25270.8100	STATION UPGRADES	1,421	1,130	4,365	4,989	2,500	2,900	2,500	0	
100.52.25270.8500	BREATHING APPARATUS	4,355	3,203	4,500	-50	3,500	3,800	3,500	0	
Total FIRE DEPARTMENT:		366,497	556,480	720,473	308,688	265,232			5,000	

AMBULANCE

100.52.25300.1530	GENERAL OVERTIME WAGES	180,172	407,775	342,177	114,666	148,148	0			
100.52.25300.1532	OVERTIME EARNED IN PY - AMB	-5,762	-1,054	-1,450	-202	-3,000	0			
100.52.25300.1560	F.L.S.A. PAY	9,552	9,388	8,766	6,400	13,040	0			
100.52.25300.1610	OFF DUTY AMB. TRIPS	0	0	0	0	0	0			
100.52.25300.1670	UNIFORM ALLOWANCE	12,685	8,716	16,294	11,878	12,600	0			
100.52.25300.2212	TV SERVICES	1,701	1,454	1,624	560	1,500	0			
100.52.25300.2800	IT/COMPUTER EQUIPMENT	7,342	5,078	9,364	63	2,000	0			
100.52.25300.2902	CONTRACTED SERVICES - GEN	2,510	2,518	1,214	2,167	2,000	0			
100.52.25300.2906	IT CONTRACTED SERVICES	0	173	0	0	0	0			
100.52.25300.2907	SOFTWARE LICENSE FEES	9,701	17,864	17,320	8,491	12,000	0			
100.52.25300.2913	CONTRACTED RADIO/COMM MAINT	77	500	3,348	130	500	0			
100.52.25300.3001	GENERAL OFFICE SUPPLIES	1,095	1,367	1,486	1,143	1,500	0			
100.52.25300.3025	GENERAL EQUIPMENT	9,130	10,565	9,160	28,280	5,163	0			
100.52.25300.3202	MEMBERSHIP DUES	95	165	55	480	500	0			
100.52.25300.3300	GENERAL TRAVEL EXPENSES	20	0	0	0	200	0			
100.52.25300.3301	MILEAGE EXPENSES	84	0	119	195	1,000	0			
100.52.25300.3550	GEN BUILDING MAINT & SUPPLIES	6,608	11,489	12,346	2,510	10,500	0			
100.52.25300.5000	MISCELLANEOUS EXPENSES	0	0	0	90	0	0			
100.52.25300.5021	WELLNESS EXPENSES	0	0	5,620	3,340	3,000	0			
100.52.25300.5108	EMT MALPRACTICE INSUR	15,900	15,900	15,900	15,900	15,900	0			
100.52.25300.5601	GEN HEALTH/SAFETY EXP	66	500	46	129	500	0			
100.52.25300.5650	PUBLIC EDUCATION EXP	7,554	8,018	1,834	2,000	2,000	0			
100.52.25300.5700	COVID-19 EXPENDITURES	1,882	0	0	0	0	0			
100.52.25300.5910	GEN SEMINAR/EDUCATION EXP.	8,736	14,634	9,571	1,658	5,000	0			
100.52.25300.5911	PRE-EMPLOYMENT TESTING	5,798	3,309	12,217	2,077	3,000	0			
100.52.25300.5912	EDUCATIONAL COMPENSATION	6,125	0	0	0	4,000	0			
100.52.25300.5913	REGULATED MANDATED EXPEND	0	0	888	0	1,000	0			
100.52.25300.5980	CONTRACT'L RTN OF SURPLUS FDS	131,794	112,371	71,262	0	0	0			
Total AMBULANCE:		412,865	630,729	539,163	201,954	242,051	0			
GENERAL FUND Revenue Total:		2,641,097	2,741,404	2,725,639	1,589,470	2,750,340	0			
GENERAL FUND Expenditure Total:		779,362	1,187,210	1,259,636	510,642	507,283	0			
Net Total GENERAL FUND:		1,861,736	1,554,194	1,466,003	1,078,828	2,243,057	0			
Net Grand Totals:		1,861,736	1,554,194	1,466,003	1,078,828	2,243,057	0			

AMBULANCE		
100.52.25300.1125	ASSISTANT FIRE CHIEF	2023 2024
100.52.25300.1127	BATTALION CHIEF WAGES	104,021 113,880
100.52.25300.1128	CAPTAIN'S SALARIES	98,767 107,128
100.52.25300.1205	LIEUTENANT WAGES	0 0
100.52.25300.1230	F.F./EMT WAGES	192,633 196,356
100.52.25300.1233	WORKERS COMP DEDUCTION	789,533 857,364
100.52.25300.1240	TRAINING OFFICER'S WAGES	0 0
100.52.25300.1500	LONGEVITY	40,290 44,231
100.52.25300.1530	GENERAL OVERTIME WAGES	3,868 3,276
100.52.25300.1532	OVERTIME EARNED IN PY - AMB	148,148 161,058
100.52.25300.1560	F.L.S.A. PAY	-3,000 -1,500
100.52.25300.1580	HOLIDAY PAY	13,040 13,040
100.52.25300.1610	OFF DUTY AMB. TRIPS	59,740 41,508
100.52.25300.1670	UNIFORM ALLOWANCE	0 0
100.52.25300.1900	EMPLOYER CONTRIB./WISC RET.	12,600 15,624
100.52.25300.1910	EMPLOYER CONTRIB./S.S. TAX	258,073 294,056
100.52.25300.1920	EMPLOYER CONTRIB./LIFE INSUR	21,451 22,277
100.52.25300.1930	WORKERS COMPENSATION PREM	874 782
100.52.25300.1940	I.C. INSURANCE PREMIUM	53,687 56,263
100.52.25300.1950	MEDICAL INSURANCE PREM	0 0
100.52.25300.1955	HSA CONTRIBUTIONS	330,578 287,560
100.52.25300.2200	GAS/ELECTRIC CHARGES	12,840 12,120
100.52.25300.2203	TELEPHONE UTILITY CHARGES	20,029 22,000
100.52.25300.2204	WATER/SEWER UTILITY CHARGES	7,000 8,000
100.52.25300.2212	TV SERVICES	2,705 2,500
100.52.25300.2800	IT/COMPUTER EQUIPMENT	1,500 1,700
100.52.25300.2902	CONTRACTED SERVICES - GEN	2,000 4,000
100.52.25300.2906	IT CONTRACTED SERVICES	2,000 8,000
100.52.25300.2907	SOFTWARE LICENSE FEES	0 0
100.52.25300.2913	CONTRACTED RADIO/COMM MAINT	12,000 16,000
100.52.25300.3001	GENERAL OFFICE SUPPLIES	500 535
100.52.25300.3025	GENERAL EQUIPMENT	1,500 2,500
100.52.25300.3202	MEMBERSHIP DUES	5,163 10,000
		500 1,090

100.52.25300.3300	GENERAL TRAVEL EXPENSES	200	214
100.52.25300.3301	MILEAGE EXPENSES	1,000	1,070
100.52.25300.3550	GEN BUILDING MAINT & SUPPLIES	10,500	12,000
100.52.25300.5000	MISCELLANEOUS EXPENSES	0	0
100.52.25300.5021	WELLNESS EXPENSES	3,000	4,000
100.52.25300.5108	EMT MALPRACTICE INSUR	15,900	15,900
100.52.25300.5601	GEN HEALTH/SAFETY EXP	500	535
100.52.25300.5650	PUBLIC EDUCATION EXP	2,000	5,000
100.52.25300.5700	COVID-19 EXPENDITURES	0	0
100.52.25300.5910	GEN SEMINAR/EDUCATION EXP.	5,000	10,000
100.52.25300.5911	PRE-EMPLOYMENT TESTING	3,000	7,000
100.52.25300.5912	EDUCATIONAL COMPENSATION	4,000	4,280
100.52.25300.5913	REGULATED MANDATED EXPEND	1,000	1,070
100.52.25300.5980	CONTRACT'L RTN OF SURPLUS FDS	0	0

Total AMBULANCE:

2,238,140 2,362,417

Percentage Increase

5.55%

CITY OF STEVENS POINT

EMER MNGMNT WORKING BUDGET
Period: 06/23

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Account Number	Account Title	Pri Year 3 Actual	2020 Pri Year 2 Actual	2021 Pri Year 2 Actual	2022 Pri Year Actual	2022 01/23-06/23 Cur YTD Actual	2023 Cur Year Budget	2024 Fut Year Budget	Next Year
GENERAL FUND									
PUBLIC SAFETY									
EMERGENCY MANAGEMENT									
100.52.20090.3301	MILEAGE EXPENSES	0	0	0	0	0	200	250	50
100.52.20090.5000	MISCELLANEOUS EXPENSES	0	0	0	0	0	2,000	1,465	-625
100.52.20090.5910	GEN SEMINAR/EDUCATION EXP.	0	0	0	0	0	800	1,375	575
Total EMERGENCY MANAGEMENT:		0	0	0	0	0	3,000		
Net Grand Totals:		0	0	0	0	0	-3,000	0	0

Stevens Point Fire Department

EMS – Fire – Rescue Organizational Chart

