



AMENDED

AGENDA

POLICE AND FIRE COMMISSION

Members

- Commissioner Behrendt
- Commissioner Kirschling
- Commissioner Mrozek
- Commissioner Pingel
- Commissioner Jones
- Alderperson Kneebone

Date and Time: January 6, 2026
1:00 PM

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

Discussion and Possible Action on the Following:

1. Roll Call.
2. President's Report
3. Approval of Minutes
4. Confirmation of Bills
5. President to appoint liaisons to the Police Department and the Fire Department.
6. Announcement that Assistant Chief Dana Williams will be Interim Police Chief until February 22, 2026.
7. Approval of Lt. Joe Johnson to serve as Interim Assistant Chief starting January 7, 2026, and ending February 22, 2026.
8. Police Chief Report
9. Discussion, with possible action, to hire a new Battalion Chief for the City of Stevens Point Fire Department.
10. Discussion, with possible action, on the proposed Charging Policy for the Stevens Point Fire Department.
11. Discussion, with possible action, to move forward with the WI-TF1 MOU Agreement with the City and Stevens Point Fire Department.
12. Discussion, with possible action, on the newly completed 2026-2031 Strategic Plan for the Stevens Point Fire Department.
13. Fire Chief Report/EMS Report/EM Report
14. Adjournment.

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

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

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

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

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF DECEMBER 2, 2025, at 8:45 AM**

1. Roll Call: Commissioners Behrendt, Kirschling, Mrozek, Pingel, Zenner

Also Present: Alderperson Kneebone, RB Supervisor Tork

2. Consideration of motion to adjourn into closed session pursuant to Section 19.85 (1)(c), Wis. Stats., for the purpose of considering employment of any public employee over which the Commission has jurisdiction or exercises responsibility and conducting specified business, whenever competitive reasons require a closed session:

- Interview candidates for the position of Police Chief.

Roll Call into closed session: Commissioners Behrendt, Kirschling, Mrozek, Pingel, Zenner
Ayes, all; nays, none. Motion carried.

Chapter IV – Open Meetings and Public Records from the Handbook for Wisconsin Police and Fire Commissioners (League of Wisconsin Municipalities):

Commission meeting minutes need not recount what was discussed in a closed session, but any formal action taken by the commission while in closed session, including each motion made, the identity of members offering or seconding a motion, and how each member present voted on the motion, must be recorded in the minutes and may be subject to disclosure under the public records law. (Wisconsin Statutes § 19.88(3))

The Commission will not reconvene into open session after the closed session portion of the meeting.

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**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF DECEMBER 4, 2025, at 1:00 PM**

- 1. Roll Call:** Commissioners Kirschling, Mrozek, Pingel, Zenner
- Excused:** Commissioner Behrendt
- Also Present:** Police Chief Kussow, Fire Chief Moody, Ast. Chief Zvara, Ast. Chief Rottier, Ast. Chief Williams, Ast. Chief Mueller, Lt. Johnson, Deputy Fire Marshal Malin, Battalion Chief Jared Hopfensperger, Alderperson Kneebone, RB Supervisor Tork, Kurt Kottenburg – National Weather Service, Channel 7
- 2. President’s Report**
- 3. Consideration of motion to adjourn into closed session pursuant to Wis. Stats. 19.85(1)(c) (considering employment, promotion, compensation, or performance evaluation of any public employee over which the Commission has jurisdiction or exercises responsibility, whenever competitive reasons require a closed session) for discussion of the following:**
- *Take action, with possible discussion, for the next Stevens Point Chief of Police.*
 - *Fire Chief and Police Chief annual evaluations.*

No action taken on first item of closed session – to be discussed in the near future

Roll Call into closed session: Commissioners Kirschling, Mrozek, Pingel, Zenner
Ayes, all; nays, none. Motion carried.

Chapter IV – Open Meetings and Public Records from the Handbook for Wisconsin Police and Fire Commissioners (League of Wisconsin Municipalities):

Commission meeting minutes need not recount what was discussed in a closed session, but any formal action taken by the commission while in closed session, including each motion made, the identity of members offering or seconding a motion, and how each member present voted on the motion, must be recorded in the minutes and may be subject to disclosure under the public records law. (Wisconsin Statutes § 19.88(3))

Commission will reconvene into open session.

Roll Call into open session: Commissioners Kirschling, Pingel, Zenner
Ayes, all; nays, none. Motion carried.

4. Approval of Minutes

Commissioner Zenner moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

5. Confirmation of Bills

Commissioner Kirschling moved, seconded by Commissioner Zenner.

Ayes, all; nays, none. Motion carried.

6. Discussion to move next month's meeting to either Tuesday, January 6, or Thursday, January 8.

Meeting moved to Tuesday, January 6, 2026.

7. Kurt Kottenburg with the National Weather Service to present the Storm Ready Designation Sign to City of Stevens Point / Stevens Point Fire Department.

8. Discussion, with possible action, on approval of promotions of Sgt. Ross Wierzba and Sgt. Alex Beach to Lieutenant on a date to be determined in January 2026, due to promotion and retirement.

Commissioner Zenner moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

9. Discussion, with possible action, on approval of Lead Officer Jason Dienger and Lead Officer Cole O'Neil to Sergeant pending approval of Wierzba and Beach, on a date to be determined in January 2026.

Commissioner Zenner moved, seconded by Commissioner Kirschling.

Ayes, all; nays, none. Motion carried.

10. Discussion, with possible action, on approval of an eligibility list good through February 15, 2026, for Lieutenant and Sergeant (pending Chief's promotional process).

Commissioner Zenner moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

11. Discussion, with possible action, on approval to hire David Swanson and Joseph Romano as Officer Recruits w/training with the anticipated start date of December 8, 2025.

Commissioner Kirschling moved, seconded by Commissioner Zenner.

Ayes, all; nays, none. Motion carried.

12. Police Chief Report

Commissioner Zenner moved, seconded by Commissioner Kirschling.

Ayes, all; nays, none. Motion carried.

13. Discussion, with possible action, for approval on the promotion of Battalion Chief Jared Hopfensperger to the position of Division Chief of the Fire Bureau, effective January 5, 2026.

Commissioner Kirschling moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

14. Discussion, with possible action, on the ability to continue running an Internal/External hiring process for possibly two Battalion Chief positions within the Stevens Point Fire Department in 2026.

Commissioner Zenner moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

15. Inform the Police and Fire Commission of a side letter agreed upon by the Local Union, Fire Department, and City.

16. Fire Chief Report/EMS Report/EM Report

Commissioner Kirschling moved, seconded by Commissioner Pingel.

Ayes, all; nays, none. Motion carried.

17. Adjournment

The meeting adjourned at 2:24 p.m.

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

**CITY OF STEVENS POINT
POLICE AND FIRE COMMISSION MINUTES
MEETING OF DECEMBER 8, 2025, at 4:00 PM**

1. **Roll Call:** Commissioners Behrendt, Kirschling, Mrozek, Pingel, Zenner

Also Present: Lt. Johnson, RB Supervisor Tork

2. **Consideration of motion to adjourn into closed session pursuant to Wis. Stats. 19.85(1)(c) (considering employment, promotion, compensation, or performance evaluation of any public employee over which the Commission has jurisdiction or exercises responsibility, whenever competitive reasons require a closed session), for discussion of the following:**

- a. *Discussion on selecting a candidate to become the next Stevens Point Chief of Police.*
- b. *Motion to re-enter open session.*

Roll Call into closed session: Commissioners Behrendt, Kirschling, Mrozek, Pingel, Zenner
Ayes, all; nays, none. Motion carried.

Chapter IV – Open Meetings and Public Records from the Handbook for Wisconsin Police and Fire Commissioners (League of Wisconsin Municipalities):

Commission meeting minutes need not recount what was discussed in a closed session, but any formal action taken by the commission while in closed session, including each motion made, the identity of members offering or seconding a motion, and how each member present voted on the motion, must be recorded in the minutes and may be subject to disclosure under the public records law. (Wisconsin Statutes § 19.88(3))

Roll Call into open session: Commissioners Behrendt, Kirschling, Mrozek, Pingel, Zenner
Ayes, all; nays, none. Motion carried.

3. **Discussion, with possible action, on selecting the next Stevens Point Chief of Police.**

Commissioner Mrozek moved, seconded by Commissioner Pingel, to make an offer of conditional employment to include the standard psychological and medical screening for Ed Orgon for the next Stevens Point Chief of Police.

Behrendt- No
Kirschling- Yes
Mrozek- Yes
Pingel- Yes
Zenner- No

3-2 motion carried.

4. Adjournment.

Date Paid	Vendor Name	Description	Amount Paid
12/15/2025	WISCONSIN PUBLIC SERVICE	GAS/ELECTRIC CHARGES - NOVEMBER 2025	1,488.50
12/12/2025	STEVENS POINT PUBLIC UTILITIES	1701 FRANKLIN ST	675.25
12/01/2025	TERMINIX WIL-KIL	PEST CONTROL- STA 2	42.22
12/01/2025	TERMINIX WIL-KIL	PEST CONTROL- STA. 2	44.61
12/23/2025	TERMINIX WIL-KIL	PEST CONTROL- STA 2	42.22
12/01/2025	BADGER HEATING & AIR CONDITIONING	ANNUAL HVAC SERVICE	892.50
12/01/2025	CROCKETT SEPTIC LLC	TRAINING SITE - PORTABLE TOILET	533.33
12/12/2025	CONWAY SHIELD	VELCRO TAIL PATCH - CORRY	85.93
12/23/2025	GEMZA III, JOSEPH	BOOT REIMBURSEMENT-GEMZA III	200.00
12/01/2025	KRUEGER, TYLER	TURNOUT BOOT REIMBURSEMENT- KRUEGER	200.00
12/01/2025	LUCHINI, ANTHONY	TURNOUT BOOT REIMBURSEMENT- LUCHINI	200.00
12/01/2025	SCHULTZ, BENJAMIN	TURNOUT BOOT REIMBURSEMENT- SCHULTZ	200.00
12/01/2025	UNIFORM SHOPPE OF GRN BAY INC, THE	INITIAL UNIFORM- LUCHINI	165.90
12/01/2025	UNIFORM SHOPPE OF GRN BAY INC, THE	INITIAL ISSUE SHIRTS- LUCHINI	100.40
12/01/2025	EAGLE ENGRAVING	YEARS OF SERVICE BARS	182.25
12/01/2025	EAGLE ENGRAVING	COMMENDATION BARS	31.85
12/01/2025	POINT TROPHY LLC	COIN ENGRAVING	12.50
12/12/2025	MID-STATE TECHNICAL COLLEGE	LIVE FIRE INSTRUCTOR EWING & ZVARA	201.90
12/01/2025	PETKOFF, JENNIFER	REIMBURSEMENT- PETKOFF LIVE FIRE	162.00
12/23/2025	ERIC M ANDERSON PH.D	PSYCH TESTING- LUCHINI	350.00
Grand Totals:			<u>5,811.36</u>



 STEVENS POINT POLICE & FIRE COMMISSION AUTHORIZED REPRESENTATIVE

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

CITY OF STEVENS POINT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING NOVEMBER 30, 2025

GENERAL FUND - FIRE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL		BALANCE	%
UNIFORM ALLOWANCE	100.52.25270.1670	18,900	19,981	19,981	(1,081)	105.72
GAS/ELECTRIC CHARGES	100.52.25270.2200	21,059	15,254	15,254		5,805	72.43
TELEPHONE UTILITY CHARGES	100.52.25270.2203	13,731	6,896	6,896		6,835	50.23
WATER/SEWER UTIL CHARGES	100.52.25270.2204	3,551	1,497	1,497		2,054	42.15
TV SERVICES	100.52.25270.2212	1,325	485	485		840	36.59
IT/COMPUTER EQUIPMENT	100.52.25270.2800						.00
CONTRACTED SERVICES - GEN	100.52.25270.2902	2,000	611	611		1,389	30.54
IT CONTRACTED SERVICES	100.52.25270.2906	500				500	.00
SOFTWARE LICENSE FEES	100.52.25270.2907	18,225	22,708	22,708	(4,483)	124.60
CONTRACTED RADIO/COMM MAINT	100.52.25270.2913	2,000	293	293		1,707	14.66
GENERAL OFFICE SUPPLIES	100.52.25270.3001	3,000	2,083	2,083		917	69.43
MEMBERSHIP DUES	100.52.25270.3202	2,500	1,975	1,975		525	78.99
MILEAGE EXPENSES	100.52.25270.3301	250				250	.00
GEN BUILDING MAINT & SUPPLIES	100.52.25270.3550	10,500	8,793	8,793		1,707	83.74
TRAINING SITE EXPENSES	100.52.25270.3560	2,000	2,031	2,031	(31)	101.55
FIRE HOSES & FITTINGS	100.52.25270.3650	1,000	407	407		593	40.70
GENERAL FIRE EQUIPMENT	100.52.25270.3651	9,000	5,110	5,110		3,890	56.78
PERSONAL FIRE EQUIPMENT	100.52.25270.3652	3,000	4,371	4,371	(1,371)	145.69
INITIAL CLOTHING	100.52.25270.3803		880	880	(880)	.00
MISCELLANEOUS EXPENSES	100.52.25270.5000	2,000	761	761		1,239	38.03
WELLNESS EXPENSES	100.52.25270.5021		600	600	(600)	.00
GEN HEALTH/SAFETY EXP	100.52.25270.5601	2,000	845	845		1,155	42.25
PUBLIC EDUCATION EXP	100.52.25270.5650	5,000	4,452	4,452		548	89.03
GEN SEMINAR/EDUCATION EXP	100.52.25270.5910	19,000	10,802	10,802		8,198	56.85
PRE-EMPLOYMENT TESTING	100.52.25270.5911	3,630	1,748	1,748		1,882	48.15
EDUCATIONAL COMPENSATION	100.52.25270.5912	10,000	3,872	3,872		6,128	38.72
FIRE DEPT DONATION EXP	100.52.25270.5930						.00
COMPUTER SYSTEM UPGRADES	100.52.25270.8000	2,000	180	180		1,820	9.02
STATION UPGRADES	100.52.25270.8100	2,500	1,300	1,300		1,200	52.00
BREATHING APPARATUS	100.52.25270.8500	3,000	2,747	2,747		253	91.56
		<u>161,671</u>	<u>120,680</u>	<u>120,680</u>		<u>40,991</u>	<u>74.65</u>
TOTAL FUND EXPENDITURES							

Date Paid	Vendor Name	Description	Amount Paid
12/23/2025	PORTAGE COUNTY TREASURER	NOVEMBER RANGE ELECTRIC BILL- CITY HALF	29.72
12/31/2025	AT & T 5019	DISPATCH PHONE	410.43
	CHARTER COMMUNICATIONS - 223085	TV/CABLE- 933 MICHIGAN AVE	.00
12/23/2025	FLOCK GROUP INC	SOFTWARE- ANNUAL LICENSE	27,500.00
12/12/2025	LEADSONLINE	INVESTIGATION TRACKING SYSTEM- YEARLY RENEWAL	3,922.00
12/23/2025	LANGUAGE LINE SERVICES	SPANISH CALL	33.75
12/12/2025	WM CORPORATE SERVICES INC	GARBAGE/RECYCLE - 933 MICHIGAN AVE	543.30
12/23/2025	COMPLETE OFFICE OF WI INC	PRINTER CARTRIDGES	196.36
12/12/2025	RAY O'HERRON CO INC	511 SWAT TAC PANTS	282.60
12/12/2025	GALLS LLC	HESSEL BOOTS SWAT	148.95
12/23/2025	RAY O'HERRON CO INC	NEW OFFICE UNIFORM- SWANSON	758.36
12/12/2025	RAY O'HERRON CO INC	NEW HIRE UNIFORM- SWANSON	723.66
12/12/2025	RAY O'HERRON CO INC	NEW HIRE- ROMANO	708.25
12/12/2025	RAY O'HERRON CO INC	NAMEBARS O'NEIL DIENGER NAMETAG K9	43.26
12/12/2025	RAY O'HERRON CO INC	NEW HIRE UNIFORM- SWANSON	39.46
12/12/2025	RAY O'HERRON CO INC	NEW HIRE UNIFORM- ROMANO	34.20
12/12/2025	RAY O'HERRON CO INC	NEW HIRE UNIFORM- SWANSON	79.09
12/12/2025	RAY O'HERRON CO INC	NEW HIRE- ROMANO	71.99
12/12/2025	RAY O'HERRON CO INC	NEW HIRE UNIFORM- SWANSON	359.32
	RAY O'HERRON CO INC	NO CHARGE	.00
12/23/2025	RAY O'HERRON CO INC	NEW OFFICE UNIFORM- SWANSON	85.89
12/23/2025	RAY O'HERRON CO INC	NEW OFFICE UNIFORM- ROMANO	156.58
12/12/2025	ASPIRUS INC	CRIMINAL/ OWI BLOOD DRAWS	544.00
12/12/2025	ANIMAL HOUSE PET CARE LLC	COYE BOARDING	335.50
12/23/2025	MARCHEL, KRIS	K9 MILEAGE	61.81
12/12/2025	WAUKESHA COUNTY TECHNICAL COLLEGE	GOMEZ- ADVANCED SWAT	299.00
12/12/2025	ASPIRUS MEDICAL GROUP INC	ROMANO & SWANSON MED EVALS	1,603.00
12/23/2025	CRAIG D CHILDS PHD S.C.	PSYCH TEST- ORGON	1,750.00
12/12/2025	INFOBUREAU SERVICES INC	APPLICANTS- BACKGROUND CHECKS	47.25
12/15/2025	WISCONSIN PUBLIC SERVICE	GAS/ELECTRIC CHARGES - NOVEMBER 2025	3,662.57
12/12/2025	GREEN BEE CLEANING	CLEANING SERVICE- NOVEMBER	2,000.00
12/23/2025	MIDSTATE LOCK & SAFE LLC	SERVICE CALL & LABOR- INSTALL HARDWARE	147.50
12/23/2025	TWEET/GAROT MECHANICAL INC- 8706	LABOR FOR RTU #3 REPAIR	252.00
12/12/2025	VAN DREEL PLUMBING & HEATING LLC	RP RELIEF VALVE TEST/CHECK	150.00
12/23/2025	VAN DREEL PLUMBING & HEATING LLC	REPAIRED SINK IN MEN'S ROOM	751.00
Grand Totals:			<u>47,730.80</u>


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 11 MONTHS ENDING NOVEMBER 30, 2025

GENERAL FUND - POLICE DEPARTMENT

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
GENERAL UTILITY CHARGE	100.52.20100.2200	305	324	324	(19)	106.34
TELEPHONE UTILITY CHARGES	100.52.20100.2203	38,381	22,681	22,681	15,700	59.10
TV SERVICES	100.52.20100.2212	900	1,365	1,365	(465)	151.64
IT/COMPUTER EQUIPMENT	100.52.20100.2800	5,000	9,370	9,370	(4,370)	187.39
TIME SYSTEM SERVICES	100.52.20100.2821	4,000	5,342	5,342	(1,342)	133.55
IT CONTRACTED SERVICES	100.52.20100.2906	5,000			5,000	.00
SOFTWARE LICENSE FEES	100.52.20100.2907	60,000	77,596	77,596	(17,596)	129.33
CONTRACTED RADIO/COMM MAINT	100.52.20100.2913	7,000	5,997	5,997	1,003	85.67
GENERAL SERVICES	100.52.20100.2932	7,500	12,798	12,798	(5,298)	170.64
GENERAL SUPPLIES	100.52.20100.3001	16,500	13,940	13,940	2,560	84.48
CRIMINAL INV SUPPLIES	100.52.20100.3003	8,000	5,236	5,236	2,764	65.46
MEMBERSHIP DUES	100.52.20100.3202	800	1,353	1,353	(553)	169.13
GENERAL TRAVEL EXPENSES	100.52.20100.3300	200	55	55	145	27.70
MILEAGE EXPENSES	100.52.20100.3301	100			100	.00
GAS & OIL CHARGES	100.52.20100.3401	83,000	65,352	65,352	17,648	78.74
COMMUNITY/PUBLIC RELATIONS	100.52.20100.3450	6,000	4,804	4,804	1,196	80.07
PARTS & SUPPLIES	100.52.20100.3501	15,000	12,216	12,216	2,784	81.44
VEHICLE TOWING CHARGES	100.52.20100.3504	800	2,322	2,322	(1,522)	290.19
VEHICLE CLEANING EXP	100.52.20100.3508	1,500	3,412	3,412	(1,912)	227.47
OPERATIONS SPT FLEET EQUIPMENT	100.52.20100.3510	6,000	6,599	6,599	(599)	109.99
PROTECTIVE VESTS	100.52.20100.3603	5,000	4,925	4,925	75	98.51
TASER EQUIPMENT	100.52.20100.3605	200			200	.00
CAMERA EQUIPMENT	100.52.20100.3606	4,000	250	250	3,750	6.25
RANGE SUPPLIES	100.52.20100.3607	1,500			1,500	.00
SWAT SUPPLIES	100.52.20100.3608	1,000	9,478	9,478	(8,478)	947.76
AMMO & SUPPLIES	100.52.20100.3609	14,000	13,997	13,997	3	99.98
UNIFORM REPLACEMENTS	100.52.20100.3801	11,500	14,571	14,571	(3,071)	126.70
MISCELLANEOUS EXPENSES	100.52.20100.5000	3,000	5,471	5,471	(2,471)	182.38
OSHA BLOOD PATH PROG EXP	100.52.20100.5600	1,000			1,000	.00
EVIDENTIAL BLOOD DRAW EXPENSE	100.52.20100.5610	3,500	3,412	3,412	88	97.49
INVESTIGATION BUREAU EXP	100.52.20100.5611					.00
PRISONER EXPENSES	100.52.20100.5615	1,500			1,500	.00
CRIME PREVENT PROG EXP	100.52.20100.5704					.00
LEXIPOL	100.52.20100.5705	12,000	12,374	12,374	(374)	103.12
AUXILIARY POLICE UNIT	100.52.20100.5706	1,150	1,445	1,445	(295)	125.65
K-9 UNIT EXPENSES	100.52.20100.5712	1,000	1,039	1,039	(39)	103.93
BICYCLE PATROL EQUIPMENT	100.52.20100.5713	300			300	.00
DRONE EXPENSES	100.52.20100.5714					.00
GENERAL TRAINING EXPENSES	100.52.20100.5907	32,880	35,221	35,221	(2,341)	107.12
IN-SERVICE TRAINING	100.52.20100.5909					.00
EDUCATIONAL COMPENSATION	100.52.20100.5912	5,000	5,341	5,341	(341)	106.82
RECRUIT TRAINING EXPENSES	100.52.20100.5920		9,496	9,496	(9,496)	.00
PROMOTION/RECRUIT TESTING	100.52.20100.5921	5,000	9,159	9,159	(4,159)	183.17
GAS/ELECTRIC CHARGES	100.52.20105.2200	64,363	44,231	44,231	20,132	68.72
WATER/SEWER UTIL. CHARGES	100.52.20105.2204	2,320	1,813	1,813	507	78.15
CONTRACTED BUILDING MAINT	100.52.20105.2922	50,000	67,165	67,165	(17,165)	134.33
GEN BLDG EXPENSES & SUPPLIES	100.52.20105.3550	8,000	12,793	12,793	(4,793)	159.91
TOTAL FUND EXPENDITURES		494,199	502,943	502,943	(8,744)	101.77

Date Paid	Vendor Name	Description	Amount Paid
12/12/2025	STEVENS POINT PUBLIC UTILITIES	1701 FRANKLIN ST-2	675.24
12/15/2025	WISCONSIN PUBLIC SERVICE	GAS/ELECTRIC CHARGES - NOVEMBER 2025	1,488.47
12/01/2025	TERMINIX WIL-KIL	PEST STA. 2	42.23
12/01/2025	TERMINIX WIL-KIL	PEST CONTROL- STA. 1	44.60
12/23/2025	TERMINIX WIL-KIL	PEST CONTROL- STA 2	42.23
12/12/2025	ROWE, CONNOR	NREMT REIMBURSEMENT- ROWE	32.00
12/01/2025	BADGER HEATING & AIR CONDITIONING	ANNUAL HVAC SERVICE	892.50
12/12/2025	LOCAL 484 CHARITIES	SPFD BASEBALL CAP- ROXI	16.50
12/01/2025	UNIFORM SHOPPE OF GRN BAY INC, THE	INITIAL UNIFORM- LUCHINI	165.90
12/01/2025	UNIFORM SHOPPE OF GRN BAY INC, THE	INITIAL ISSUE SHIRTS- LUCHINI	100.40
12/01/2025	CROCKETT SEPTIC LLC	TRAINING SITE - PORTABLE TOILET	533.34
12/12/2025	IAFF LOCAL 484	REPLACEMENT CABLES FOR FITNESS EQUIP	327.78
12/23/2025	ERIC M ANDERSON PH.D	PSYCH TESTING- LUCHINI	350.00
Grand Totals:			<u>4,711.19</u>



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 11 MONTHS ENDING NOVEMBER 30, 2025

GENERAL FUND - AMBULANCE

		BUDGET	CURRENT MO	YTD ACTUAL	BALANCE	%
UNIFORM ALLOWANCE	100.52.25300.1670	12,600	11,987	11,987	613	95.14
SICK LEAVE PAYOUT	100.52.25300.1700					.00
GAS/ELECTRIC CHARGES	100.52.25300.2200	21,059	15,625	15,625	5,434	74.20
TELEPHONE UTILITY CHARGES	100.52.25300.2203	8,236	4,618	4,618	3,618	56.07
WATER/SEWER UTILITY CHARGES	100.52.25300.2204	2,500	1,125	1,125	1,375	44.98
TV SERVICES	100.52.25300.2212	1,700	485	485	1,215	28.52
IT/COMPUTER EQUIPMENT	100.52.25300.2800	2,000	250	250	1,750	12.50
CONTRACTED SERVICES - GEN	100.52.25300.2902	1,000	746	746	254	74.56
IT CONTRACTED SERVICES	100.52.25300.2906					.00
SOFTWARE LICENSE FEES	100.52.25300.2907	25,000	21,097	21,097	3,903	84.39
CONTRACTED RADIO/COMM MAINT	100.52.25300.2913	535	565	565	(30)	105.55
GENERAL OFFICE SUPPLIES	100.52.25300.3001	2,500	1,559	1,559	941	62.34
GENERAL EQUIPMENT	100.52.25300.3025	10,000	12,895	12,895	(2,895)	128.95
MEMBERSHIP DUES	100.52.25300.3202	1,090	1,012	1,012	79	92.80
MILEAGE EXPENSES	100.52.25300.3301	1,070			1,070	.00
GEN BUILDING MAINT & SUPPLIES	100.52.25300.3550	12,000	7,436	7,436	4,564	61.97
PERSONAL EMS EQUIPMENT	100.52.25300.3652					.00
INITIAL CLOTHING	100.52.25300.3803		1,372	1,372	(1,372)	.00
MISCELLANEOUS EXPENSES	100.52.25300.5000		251	251	(251)	.00
WELLNESS EXPENSES	100.52.25300.5021	4,000	3,464	3,464	536	86.61
GEN HEALTH/SAFETY EXP	100.52.25300.5601	535	467	467	68	87.25
PUBLIC EDUCATION EXP	100.52.25300.5650	5,000	3,573	3,573	1,427	71.46
COVID-19 EXPENDITURES	100.52.25300.5700					.00
GEN SEMINAR/EDUCATION EXP.	100.52.25300.5910	10,000	10,426	10,426	(426)	104.26
PRE-EMPLOYMENT TESTING	100.52.25300.5911	7,000	1,764	1,764	5,236	25.19
EDUCATIONAL COMPENSATION	100.52.25300.5912	4,280	566	566	3,714	13.23
REGULATED MANDATED EXPEND	100.52.25300.5913	1,070	1,136	1,136	(66)	106.17
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		133,175	102,417	102,417	30,758	76.90



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

January 6, 2025

Police and Fire Commission
City of Stevens Point

Re: December 2025 Chief of Police Report

Commissioners:

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

Personnel: 47/49

Note of Interest:

- 1-5-26 Ast. Chief Rottier and Chief Kussow retired.
- 1-12-26 Lt. Spath and Ofc Radsek will be retiring.
- 12-1-25 Alex Mancheski's first day as our new Nightshift CSO. Alex trained with CSO Hensel for 2 weeks and went on his own 12/15/25 and has been doing well enforcing the overnight parking restrictions. Alex is a student at UWSP and is attending the police academy starting January 2025.
- 12-2-25 Lt. Roser and Lt. Johnson attended the Police Lights of Christmas Handoff event in Pulaski, WI. SPPD was awarded \$3500 in gift cards, and they are meant to be issued to people who are in need during the holiday season.
- 12-6-25 Lt. Johnson represented SPPD at the bi-annual Crimestoppers Concert at Sentry. The concert is a way to thank the people who sponsor the program and make donations.
- 12-6-25 Public Safety Challenge bell ringing for the Salvation Army.
- 12-8-25 Ofc. David Swanson and Ofc. Joseph Romano sworn in at the 293rd and 294th Officers with the Stevens Point Police Department.
- 12-12-25 Division Chief Ewing and Lt. Johnson completed an active shooter training at the American Red Cross location in Stevens Point to about 15 staff members from around the state.
- 12-13-25 Lt. Johnson, Ofc. Marchel (Willow), Ofc. Biadasz, Det. Brooks, Ofc. Morton and Ast. Chief Williams and local Law Enforcement participated in Shop with a Cop.
- 12-17-25 Ofc. Jayden Petit graduated from the Law Enforcement Academy and UWSP.
- 12-18-25 Ofc. Jayden Petit was sworn in as the 295th Officer for the Stevens Point Police Department.

- AC Zvara, AC Luchini and Lt. Johnson met with Morgan Kuehl with the Gilbane Building Company to discuss the new renovations at Sentry Insurance, which is set to be a 4-year project. The objective was to give everyone an insight into project details, familiarize our teams with the site layout and access points, review emergency response routes and staging areas, and to discuss any specific considerations for Fire Safety, EMS, and Law Enforcement during construction our teams may have.

Calls of Interest:

- 12-16-25, 200 Blk Division St. road rage, SPPD Officers responded to report of road rage incident between two drivers. The suspect driver cut off another driver who responded by displaying the finger. The suspect driver then followed the other driver home and blocked his vehicle in and then started a physical fist fight. The suspect driver was issued a citation.
- 12-14-25, 900 Blk Second St, drug Over Dose, SPPD Officers responded to residence to assist with med call. The resident experienced a medical emergency due to suspected drug use and was transported to medical facility. The resident died several day later, investigation pending.
- 12-12-25, 2500 Blk Stanley, Disturbance involving a firearm. SPPD Officers responded to third party report of a disturbance between male and female residents. During the physical disturbance the male pulled female's hair out, caused other injury, pointed a loaded AR-style rifle at the female. Officers took the male into custody at gun point; the gun was located in another part of the residence. Based on prior incidents the male had no contact order with female. During the investigation it was learned 4 young children were present with signs of neglect and poor living conditions. CPS contacted to ensure the children's welfare. Male was arrested on multiple charges.
- 12-09-25, 2100 Blk Oak, Welfare check, SPPD Officers responded to check the welfare of the female resident who was possibly suicidal. Upon further investigation it was learned the female had completed a suicide note and dropped an electrified toaster in the bathtub filled with water. The GFCI circuit prevented electrocution. Officers assisted the female in seeking treatment.
- 12-08-25, 66 & I39, Crash with minor injury involving Community Service Officer vehicle. SPPD CSO' were assisting Portage Co. Sheriff's Office with a crash scene on the interstate providing early warning emergency lighting. While both CSO's were seated inside the vehicle another driver rear ended the CSO vehicle causing a secondary crash. CSO's sustained minor injury, the other driver did not appear injured. At one point the striking vehicle started on fire which required fire department response. Both vehicles were towed from the scene due to damage.
- 12-07-25, Break into business, 4th coming dance studio, SPPD Officers responded to the location to investigate a break in which occurred overnight. Officers observed a door kicked in and several rooms ransacked. Follow up investigation with downtown cameras footage helped to identify a suspect vehicle. This information was entered into the Flock camera system which provided further suspect information which helped identify the suspect. Further investigation pending.

- 12-05-25, 800 Blk Soo Marie Welfare Check, SPPD Officers responded to the residence to check the welfare of 81 old male. Neighbors reported the lights were on all night which was unusual. Officers observed the male lying on the floor and gained entry to check on the male. The male was determined to be deceased and had known medical issues.
- 12-03-25, Blue Top, Assit Portage Co. Sheriff's Office, SPPD Officers assisted PTSO in searching for a suspect reported to have been armed with a gun during a disturbance. SPPD Officers located the suspect in a vehicle and conducted a high risk stop. No gun was located and the suspect was released. Further investigation by PTSO located a gun in another vehicle which led to the arrest of the original suspect.
- 12-01-25, 1000 Blk Whiting, Disturbance, SPPD Officers responded to report of a disturbance between a male and female. The male had been breaking glass in the house and making statements he was looking for his rifle and handgun to kill himself. Upon officers' arrival, they observed the male pushing around a female inside the building, officers then made entry. The male was not cooperative and was tased and taken into custody. The male was arrested on domestic related charges.

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

Number of Use of Force Incidents: 7 (76)

December Use of Force Summaries

- 11/30/25 – Officers were attempting to arrest a subject for domestic abuse charges. The suspect refused to comply with officers and tried to pull away from the first officer. Another officer came over and grabbed the other arm, at this time both officers, along with two more, took the resisting suspect to the ground, which is when the suspect kept their hands pinned under their body. Officers were able to remove the suspect's hands and get handcuffs on the suspect. Due to the continued resistive tension and behavior, the suspect was placed into The Wrap and taken to jail without further incident. No injuries.
- 12/1/25 – Officers responded to a physical domestic disturbance. While en route they were notified by dispatch that the suspect may be trying to find a gun and was breaking things. Upon arrival the suspect was seen pushing the victim into the residence and closing the door behind them. Officers made entry due to life safety reasons and instructed the suspect to show their hands and get on the ground. The suspect turned around quickly with their hands at their waist and was tased by one officer. The officer had to deploy 4 darts to make the taser effective. The suspect fell to the ground with their hands under them. Due to the concern form weapons and the suspect still not obeying commands, the taser was re-activated two more times until the suspect complied. No injuries and the suspect was jailed.
- 12/1/25 – An officer was trying to make a domestic abuse arrest. While doing so the suspect resisted the officer's efforts to get their hands behind their back. The officer was forced to bend the suspect's wrist forward, causing pain, while providing verbal instructions to put the other hand behind their back. Once the suspect complied, the pressure was released, and the subject was handcuffed. No injuries.

- 12/3/2025 – Officers were notified to keep an eye out for a suspect wanted for their involvement in a disturbance that occurred outside our jurisdiction. Information received was that the suspect was possibly in possession of a gun. SPPD officers located the suspect vehicle and the suspect inside, and because of the information they had received, they conducted a high-risk traffic stop. Officers gave commands to the driver from a position of cover, while pointing their firearms at the suspect. The suspect complied with their commands and was taken into custody without incident. No injuries.
- 12/8/2025 – One SPPD officer arrived at the Probation and Parole Office to take a subject into custody per their agent. Upon arrival the subject fled out the front door away from the officer. The officer pursued and ordered the suspect to stop. After several commands, the suspect stopped and turned around, walking towards the officer. The officer removed their taser from their holster and pointed it at the suspect, ordering the suspect to the ground. The suspect complied and was handcuffed without incident or injury.
- 12/12/25 – SPPD officers were dispatched to a residence in Stevens Point reference a domestic disturbance. Upon arrival information was received that a subject inside may be trying to get a gun. Officers drew their pistols and one entered the residence looking for the suspect. The suspect was around the corner and officers gave the suspect orders at gun point. The suspect listened to the orders and was taken into custody without incident or injury.
- 12/13/25 – SPPD officers were assisting Plover PD with a resistive subject at the hospital. The subject had grabbed one of the SPPD officer's fingers and would not let go. The same SPPD officer applied pressure to the suspect's hand and advised the subject to let go, which the suspect did and the pressure from the officer was released.

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

- Total welfare checks for 2025 – 865
 - 73 welfare checks
 - 6 Vol.
 - 2 Chapters

Auxiliary Unit:

- Swearing in of Aux. Ofc. Nimmo and Aux. Ofc. Moore
- Training about traffic safety, real world example with individual running into Community Service Officer this December. Watched video and discussion.

Events covered

- Shop with a Cop
- UWSP Men's Hockey vs. Eau Claire
- Salvation Army Red Kettle Bell Ringing
- SPASH Hockey vs. Notre Dame Academy

- UWSP Men's Hockey vs. Beloit College
- UWSP Men's Hockey vs. UW-Stout
- SPASH Hockey vs. Merrill East

Training:

- SWAT
- K9
- Command College Week 3 – Lt. Ben Uitenbroek
- Field Training Officer Certification – Ofc. Mel Plummer
- Standardized Field Sobriety Testing Instructor – Ofc. Sam Hessel

Field Training (FTO):

- Sowa completed Shadow on Solo Patrol
- Tadych completed Shadow on Solo Patrol
- Swanson and Romano completed step 0 and will be starting step 1 FTO
- Petit graduated Academy now in step 0

K9/School Resource Officers:

K9: 5 deployments for December

- 2 Seizures (Meth)
- 1 Arrest

SPASH:

SPASH Stats for December

- 52 total calls for service
- 2 suspicious complaints
- 2 student complaints forwarded to other agencies
- 3 vape complaints
- 1 anonymous tip resulting in a vehicle search which rendered 22 vapes, 2 THC vapes, 1 Adderall pill
- 1 fight resulting in battery charges, disorderly conduct charges and possession of OC by minor
- 6 truancy citations

PJ Jacobs:

PJ Jacobs Stats for December

- 2 Juvenile Referrals
 - 1 Disorderly Conduct

- 1 Lewd and Lascivious Behavior
- 8 Citations
 - 3 Truancy
 - 1 Disorderly Conduct
 - 1 Poss. Of Vape
 - 2 Parent, Truancy Responsibility
- 2 Securly Investigated without incident

Ben Franklin:

Ben Franklin Jr. High December

- 28 Calls for Service
- 19 - School Consequences
- 1 - YES program referral
- 2 - Citations for Poss of Drug Paraphernalia
- 1 - Citation for Poss of Vape by minor
- 1 - Truancy 3rd offense Citation
- 1 - Juvenile Referral for Poss of THC and Drug Paraphernalia
- 1 - Threats investigation resulting in a report and school sanctions SPED related

Respectfully submitted,

*Chief Robert Kussow
Stevens Point Police Department*

TITLE: Equipment and Personnel Charging Policy

PURPOSE:

To establish a consistent and predictable method for identifying and recovering the costs associated with Fire Department responses.

DEFINITIONS:

- **LEPC:** Local Emergency Planning Committee
- **IRS:** Internal Revenue Service
- **FEMA** Federal Emergency Management Agency

PROCEDURE:

The majority of costs associated with Fire Department responses, both emergent and non-emergent, are typically funded through the department's operational budget and the city's general fund. However, specific incidents, such as hazardous materials spills, technical rescues, or special assignments may warrant cost recovery from the responsible party.

In such cases, the following guidelines will be used to determine the total cost:

- **Mileage:**
Billed at the current IRS mileage reimbursement rate.
- **Personnel:**
Responding personnel shall be billed at their actual hourly cost (including overtime if applicable) which includes wages, benefits, and any applicable employer-paid expenses.
- **Equipment and Supplies Used or Damaged (e.g., oil dry, absorbent pads):**
Equipment and supplies shall be billed at their actual replacement cost, including applicable shipping and handling fees.
- **Apparatus:**
Apparatus usage shall be billed in accordance with the current FEMA Schedule of Equipment Rates, calculated per hour or portion thereof, and billed in 15-minute increments. The applicable Equipment Rates in effect at the time of the disaster declaration shall be used, subject to FEMA approval.
- **Administrative Fee:**
An administrative fee of 10% shall be added to the total calculated cost to cover administrative processing and overhead.

HAZARDOUS MATERIAL INCIDENTS:

For incidents involving hazardous materials where cost recovery is pursued, invoices must be submitted through the **Local Emergency Planning Committee (LEPC)** for review. Payment shall be sought from the responsible party, in accordance with **Wisconsin Statutes §166.22**.

ADJUSTMENTS:

The Fire Chief retains the authority to adjust the final bill to account for reasonable costs not anticipated by this policy.

HISTORY:

The original version of this policy was reviewed by the Police and Fire Commission on **April 12, 2005**, and approved and revised on **??/??/??**



**AGREEMENT FOR URBAN
SEARCH AND RESCUE EMERGENCY
RESPONSE SERVICES**

July 1, 2024, through June 30, 2026

Between

**STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT**

And

[Stevens Point, WI]

This agreement (Agreement) is by and between the State of Wisconsin through the Department of Military Affairs (the Department), Division of Emergency Management (the Division) and [Stevens Point], Wisconsin (Participating Agency), a Local Agency, regarding the provision of personnel by Participating Agency to a statewide urban search and rescue team created pursuant to Wis. Stat. § 323.72(1). The Division and Participating Agency are each a Party and, collectively, the Parties.

RECITALS

- 1.0 To protect life and property against the dangers of emergencies, the Division has, pursuant to Wis. Stat. § 323.72(1), established a US&R team that can be deployed to provide Services in response to Emergencies.
- 2.0 The Division desires to enter into this Agreement with Participating Agency for the purpose of having Participating Agency supply qualified employees to serve on such a team and Participating Agency desires to provide such employees.

NOW THEREFORE, for the mutual promises set forth below, the Parties agree as follows:

TERMS AND CONDITIONS

- 1.0 **Recitals:** The Recitals are incorporated by reference.
- 2.0 **Definitions:** The following definitions are used throughout this Agreement:
 - 2.1 “Advisory Committee” means the WI-TF1 Advisory Committee established by this Agreement and consisting of five or seven members appointed by the Board of Directors of the Wisconsin State Fire Chiefs’ Association.
 - 2.2 “All-Hazards” means the grouping classification encompassing all conditions, environmental or man-made, that have the potential to cause injury, illness or death or damage to or loss of equipment, infrastructure services or property or, alternatively, causing functional degradation to societal, economic, or environmental aspects.
 - 2.3 “Certification” means an affirmation that a candidate has successfully met the requirements of a standard or level of a standard through a valid and reliable assessment as approved by the National Board on Fire Service Professional Qualifications.
 - 2.4 “Emergency” or “Emergencies” means an incident(s) or event(s) for which, in the sole determination of the Division, Services are needed to supplement state and local efforts and capabilities to save lives and protect property and public health and safety or to lessen or avert the threat of a catastrophe.
 - 2.5 “Harm” means, at a minimum, human casualties, destruction of property, adverse economic impact and/or damage to natural resources.

- 2.6 “Incident” means any natural, technological, or human-caused occurrence that may cause Harm and that may require action. Incidents may include major disasters, terrorist attacks, wildland and urban fires, floods, hazardous materials, explosions, nuclear accidents, aircraft accidents, earthquakes, cyberattacks, hurricanes, tornadoes, tropical storms, public health and medical emergencies, law enforcement encounters, service calls, mutual aid, false alarms, and other occurrences requiring an emergency response.
- 2.7 “Local Agency,” pursuant to Wis. Stat. §§ 323.70(1)(b) and 323.72(1), means an agency of a county, city, village, or town, including a municipal police or fire department, a municipal health organization, a county office of emergency management, a county sheriff, an emergency medical service, a local emergency response team, or a public works department.
- 2.8 “REACT Center” means the Regional Emergency All-Climate Training Center, which is a training facility owned and operated by the State of Wisconsin, Department of Military Affairs and operated by the Division.
- 2.9 “Services” means US&R emergency response services as described in Wis. Stat. § 323.72(1) and any subsequent amendments to that statute, which include services involving search, rescue and recovery in the technical rescue disciplines including structural collapse, rope rescue, vehicle extrication, machinery extrication, confined space, trench, excavation, and water operations in an US&R environment.
- 2.10 “US&R” means urban search and rescue, which involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims being trapped, but victims may also be trapped in transportation accidents, mines and collapsed trenches. US&R is considered an all-hazards discipline, as it may be needed for a variety of emergencies or disasters, including earthquakes, hurricanes, typhoons, storms and tornadoes, floods, dam failures, technological accidents, terrorist activities, and hazardous materials releases.
- 2.11 “WI-TF1” means the all-hazards US&R team authorized by Wis. Stat. § 323.72(1) made up of firefighters, engineers, medical professionals, canine handlers, incident managers, and others that is a core component of a Search and Rescue Essential Support Function mission, including a Type 1 US&R task force, Type 3 US&R task force or any component thereof, as designated by the Federal Emergency Management Agency National Incident Management System Search and Rescue resource typing system. See Wis. Stat. § 323.72(7).

3.0 Participating Agency Obligations:

- 3.1. Recognizing that many of Participating Agency’s employees who are potential candidates for appointment to WI-TF1 may not have all required training as of the date this Agreement begins, the Parties agree to proceed as follows within 90 days after the Agreement begins.

3.1.1 After individuals selected for training have successfully completed the training,

Participating Agency shall provide, on a form prescribed by the Division, a list of trained individuals that it deems to be good candidates for appointment to WI-TF1 but for the need for up-to-date training. The Division shall select individuals from list for initial and/or refresher training required by Section 4.0 of this Agreement.

- 3.2 Once the employees Participating Agency proposed to be appointed to WI-TF1 have successfully completed the required training, Participating Agency shall provide to the Division for Division approval a list on a form prescribed by the Division of one or more employees fully trained as set forth in Section 4.0 of this Agreement who Participating Agency proposes be a WI-TF1 member for Division approval, along with a description of the anticipated role the employee would have on WI-TF1 (e.g., Medical Specialist, Structural Collapse Search Technician, etc.). Only those employees who Participating Agency can demonstrate to the Division's satisfaction meet the following criteria at the time Participating Agency submits the list may be included on the list:
 - 3.2.1 Possess all required training and certifications necessary to perform Services in the specific role the employee would fill on WI-TF1, based on the training, competency, and job performance requirement standards for an US&R task force issued by the National Fire Protection Association (NFPA), the most current version of the urban search and rescue standards issued by the Emergency Management Accreditation program, and any training standards required by law, rule or regulation.
 - 3.2.2 Are employees in good standing.
 - 3.2.3 Are not probationary employees.
 - 3.2.4 Have been subjected to a background check by Participating Agency or the Division.
 - 3.2.5 Meet any medical or fitness standards agreed upon by the WI-TF1 Advisory Committee and the Division.
 - 3.2.6 Have been instructed on and, as required by the State of Wisconsin, are able to meet the then-current COVID-19 standards set by the State of Wisconsin, for its employees, including vaccination, testing, and mask-wearing requirements.
- 3.3 The Division, in consultation with the Advisory Committee established pursuant to Section 3.7 below, may appoint one or more of the employees on the list to the WI-TF1. Inclusion on the list or proposed WI-TF1 members does not guarantee appointment.
- 3.4 Upon receipt of an emergency response request by the Division pursuant to the Standard Operating Procedures, Participating Agency shall direct employees who have been appointed to WI-TF1 and designated for mobilization to travel to the REACT Center or such other location as designated by the Division to be deployed to provide Services in response to an Emergency.
- 3.5 Participating Agency may not self-deploy WI-TF1 members. This prohibition does not

prevent Participating Agency from deploying its employees to respond to emergencies where urban search and rescue services are needed or responding with urban search and rescue vehicles, equipment and supplies under local authority, mutual aid agreements or other contracts entered into under local authority. Participating Agency recognizes that it is not entitled to reimbursement by the Division for such response costs and that the Division will not supply equipment or vehicles for such responses.

3.6 Participating Agency shall comply with all requirements of any grants which provide funding for WI-TF1.

3.7 An Advisory Committee has been established, the duties of which will be defined by the WI-TF1 Standard Operating Procedures.

3.8 The Division, in consultation with the Advisory Committee, has the authority to immediately suspend or terminate a WI-TF1 member from participation on the task force.

4.0 Required Training and Exercises:

4.1 All required training and exercises must be done at the REACT Center or at a location pre-approved in writing by the Division in consultation with the Advisory Committee. Refresher training shall be a minimum of eighteen (18) hours per WI-TF1 member per year. Additional specialty training may be made available at REACT upon written pre-approval by the Division. Participation in required training and exercises will be in accordance with the WI-TF1 Attendance Policy approved by the Division in consultation with the Advisory Committee.

4.2 Non-Duty Status: All individuals attending training or exercises at the REACT Center shall be in a non-duty status with Participating Agency.

4.3 Training and Exercise Schedule: To facilitate planning for required training and exercises, the REACT Center shall post the relevant schedule a minimum of twelve months in advance of the start date of the training, except that specialized training may be made available with less advance notice. Changes may be made to the training and exercise schedule for unforeseen circumstances by notification of Participating Agencies. The Division will provide as much advanced notice of any changes as possible.

5.0 Response Procedures and Limitations:

5.1 Participating Agency recognizes that its obligations under this Agreement are paramount to the State of Wisconsin. Participating Agency agrees that, if local fire response obligations in Participating Agency's own jurisdiction would limit necessary resources necessary to provide Services in response to an Emergency or make such resources unavailable, Participating Agency will seek aid from local jurisdictions to assist in local fire response obligations in Participating Agency's own jurisdiction to ensure availability of resources for the performance of Services.

5.2 Participating Agency and the Division agree that WI-TF1 or components of it may be used

for any Emergency for which WI-TF1 members are trained and qualified.

- 5.3 Participating Agency's obligation to provide services under this Agreement shall arise, with respect to specific Emergency response actions, upon receipt of an Emergency response request pursuant to the Standard Operating Procedures. See Section 7 below.

6.0 Right of Refusal:

If, on occasion, a response under this Agreement would temporarily place a verifiable undue burden on the Participating Agency because Participating Agency's resources are otherwise inadequate or unavailable and mutual aid is unavailable, then if notice has been provided to the Division, the Participating Agency may decline a request for personnel to staff WI-TF1 and/or for response equipment.

7.0 Standard Operating Procedures:

Participating Agency and Division agree that WI-TF1 operations will be conducted in accordance with Standard Operating Procedures and a "Call-Out Procedure" that will be mutually approved by the Parties and other Local Agencies providing WI-TF1 members. Participating Agency agrees that it shall ensure that any of its employees appointed to WI-TF1 comply with these procedures.

8.0 Reimbursement of Costs

There are three types of Participating Agency costs that shall be reimbursed under this Agreement: (1) costs related to providing requested Services and (2) required training and exercise costs; and (3) costs related to an increase in duty-disability benefit premiums due to an injury a WI-TF1 member sustained while performing under this Agreement. In seeking reimbursement for those costs, Participating Agency shall comply with all Division-approved procedures and any relevant administrative rules.

9.0 Reimbursement for Response Costs:

- 9.1 Pursuant to Wis. Stat. § 323.72(2), the Division shall reimburse Participating Agency for costs incurred by Participating Agency in responding to an Emergency and providing Services at the request of the Division within 60 days after receiving a complete application for reimbursement on a form prescribed by the Division but only if (1) the Division determines that the provision of Services was necessary; and (2) Participating Agency applies for reimbursement within 45 days after the conclusion of that deployment of WI-TF1 for that particular Emergency.

- 9.2 Recoverable costs include but are not limited to the use of vehicles and apparatus, personnel expenses, backfill expenses and emergency expenses. The amount of reimbursement for the enumerated costs are as follows:

- 9.2.1 Reimbursement for use of Vehicle(s) and Apparatus: Participating Agency shall be reimbursed for the approved use of its vehicles and equipment in providing

Services at FEMA-established rates.

9.2.2 Personnel Expenses: Reasonable personnel expenses relating to WI-TF1 members deployed at the direction of the Division to provide Services which are reimbursable at \$55.00 per hour per deployed employee. During a deployment, this shall be calculated as portal to portal.

9.2.3 Backfill expenses: Participating Agency's reasonable personnel expenses incurred to cover the duties of employees deployed to provide Services as part of WI-TF1 are reimbursable at the Participating Agency's actual cost.

9.2.4 Emergency Expenses: Participating Agency's necessary and reasonable emergency expenses related to deploying employees to provide Services, which expenses must be based on actual expenditures and fully documented by the Participating Agency. The Division reserves the right to deny any reimbursement of Participating Agency expenditures it deems to be unreasonable or unjustifiable.

9.3 Participating Agency agrees to make reasonable and good faith efforts to minimize its costs related to providing personnel and equipment to perform Services in response to an Emergency.

10.0 Payment for Training and Exercise Costs:

10.1 In any given fiscal year, Participating Agency shall be paid for any training and participation in exercises of employees who the Division has appointed to WI-TF1 that is pre-authorized in writing by the Division at a rate of \$55 per hour per appointed employee consistent with the Attendance Policy.

10.2 Such payment will be made on a quarterly basis as determined by reference to the state's fiscal year. For example, the first quarter will be from July 1 through September 30 and so forth.

10.3 The Division will not pay for Participating Agency's personnel backfill expenses to cover team members who are traveling to and from or participating in training or exercises.

11.0 Reimbursement of Increased Duty Disability Costs:

11.1 The Division shall reimburse Participating Agency for costs incurred by Participating Agency for any increase in contributions for duty disability premiums under Wis. Stat. § 40.05(2)(aw) for its employees who are WI-TF1 members and who receive duty disability benefits under Wis. Stat. § 40.65 because of an injury that occurred while performing duties as a member of WI-TF1.

11.2 Application for reimbursement under this Section shall be made after the close of the State's fiscal year and shall seek reimbursement for any cost due to increased premiums referred to above imposed in the prior fiscal year.

11.3 Payment under this Section shall be made within 60 days of receipt of documentation of the following:

11.3.1 That the WI-TF1 member was injured while performing WI-TF1 duties after being deployed pursuant to a Division order.

11.3.2 That the member is receiving duty disability benefits because of such injury.

11.3.3 The amount of increase in premium for duty disability benefits to the Participating Agency that can be directly attributed to the receipt of such benefits by the member during the preceding fiscal year.

12.0 Employer-Employee Relationship and Obligations Maintained:

Except as provided in this Agreement, Participating Agency employees who are WI-TF1 members remain employees of Participating Agency and are not employees of the State of Wisconsin. This means, in part, that Participating Agency's employees are not entitled to Division contribution for any Public Employees Retirement Withholding System benefit(s), nor to any other benefits or any wage provided by the State of Wisconsin to its employees. Participating Agency shall be responsible for payment/withholding of any applicable federal, Social Security and State taxes from any wages paid or benefits provided to its employees.

13.0 Worker's Compensation:

A WI-TF1 member acting under this Agreement is an employee of the state for purposes of worker's compensation pursuant to Wis. Stat. § 323.72(4).

14.0 Dual Payment:

Participating Agency shall not be compensated for work performed under this Agreement both by the Division and any other state agency or person(s) responsible for causing an Emergency except as approved and authorized under this Agreement.

15.0 Reasonable Efforts:

Participating Agency shall make reasonable and good-faith efforts to minimize its costs related to its employees' participation in WI-TF1 training, exercise, and Emergency response Services.

16.0 Liability and Indemnity

16.1 Scope:

During operations authorized by this Agreement, WI-TF1 members supplied by Participating Agency are agents of the state for purposes of Wis. Stat. § 895.46(1). For the purposes of this Section, operations means activities, including travel, directly related to providing Services. Operations also include training activities provided under this

Agreement to WI-TF1 members but does not include travel to and from any training required or permitted under this Agreement.

16.2 Civil liability exemption; regional emergency response teams and their sponsoring agencies:

Pursuant to Wis. Stat. § 895.483(4), Participating Agency and its employees who are members of WI-TF1 are immune from civil liability for acts or omissions related to carrying out the Services.

16.3 Participating Agency Indemnification of State:

When acting as other than an agent of the State of Wisconsin under this Agreement, and when using the State's or Division's vehicles or equipment, Participating Agency shall indemnify, defend and hold harmless the State, which includes the Department, the Division and all state agencies, and its officers, officials, agents, employees, and members from all claims, suits or actions of any nature, including actions for attorneys' fees, arising out of the activities or omissions of Participating Agency, its officers, officials, subcontractors, agents or employees.

17.0 Insurance Obligations:

17.1 Insurance obligations are set forth in the Standard Terms and Conditions attached as Exhibit A. Prior to commencement of this Agreement, Participating Agency must either provide to the Division a certificate of insurance or, if Participating Agency is self-insured or uninsured, a certificate of protection in lieu of insurance certifying that Participating Agency is protected by a self-funded liability and property program or alternative funding source(s). Such certification must be provided on an annual basis.

17.2 Participating Agency agrees that it shall not cancel or make a material change to the insurance required by this Agreement without 30 days written notice to the Division.

18.0 Standard Terms and Conditions: The Wisconsin Standard Terms and Conditions are attached as Exhibit A and are incorporated into this Agreement by reference.

19.0 Miscellaneous

19.1 Disclosure of Independence and Relationship: Participating Agency certifies that no relationship exists between it, the State of Wisconsin or the Division that interferes with fair competition or is a conflict of interest, and no relationship exists between the team and another person or organization that constitutes a conflict of interest with respect to a state contract. The Department of Administration may waive this provision, in writing, if those activities of the Participating Agency will not be averse to the interest of the State.

Participating Agency agrees as part of this Agreement that, during performance of the terms of this Agreement, they will neither provide contractual services nor enter into any agreement to provide services to a person or entity that is regulated or funded by the

Department or has interests that are adverse to the Department. The Department of Administration may waive this provision, in writing, if those activities of the Participating Agency will not be adverse to the interests of the state.

- 19.2 Dual Employment: Wis. Stat. § 16.417 prohibits an individual who is a state employee or who is retained as a consultant full-time by a state agency from being retained as a consultant by the same or another agency where the individual receives more than \$5,000 as compensation. This prohibition applies only to individuals and does not include corporations or partnerships.
- 19.3 Employment: Participating Agency will not engage the service of any person or persons now employed by the state, including any department, commission, or board thereof, to provide services relating to this Agreement without the written consent of the employer of such person or persons and the Department and Division.
- 19.4 Conflict of interest: Private and non-profit corporations are bound by Wis. Stat. §§ 180.0831 and 181.225 regarding conflicts of interest by directors in the conduct of state contracts.
- 19.5 Recordkeeping and Record Retention: The Participating Agency shall establish and maintain adequate records of all expenditures incurred under the Agreement. All records must be kept in accordance with generally accepted accounting principles and be consistent with federal and state laws and local ordinances. The Division, the federal government, and their duly authorized representatives shall have the right to audit, review, examine, copy, and transcribe any pertinent records or documents relating to any contract resulting from this Agreement held by Participating Agency. The Participating Agency shall retain all documents applicable to the Agreement for a period of not less than three (3) years after the final payment is made or longer where required by law.
- 19.6 Indemnification Regarding Employment Disputes: Participating Agency shall indemnify, defend, and hold harmless the State of Wisconsin, including the Division and the Department, with respect any disputes Participating Agency may have with its employees. Such disputes include but are not limited to charges of discrimination, harassment, improper wage payment, and discharge without just cause.
- 19.7 Term, Termination and Review of Agreement:
 - 19.7.1 Term: This Agreement shall begin on July 1, 2024, and terminate on June 30, 2026, unless terminated earlier pursuant to Section 19.7.2.
 - 19.7.2 Termination:
 - 19.7.2.1 The Division and/or Participating Agency may terminate this Agreement at any time upon one hundred twenty (120) days written notice to the other Party.
 - 19.7.2.2 The Division may also terminate this Agreement at will effective

upon delivery of written notice to the Participating Agency under any of the following conditions:

- 19.7.2.2.1 Funding from federal, state, or other sources is not obtained and/or continued at levels sufficient to allow for training.
- 19.7.2.2.2 Federal or state laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this Agreement or are no longer eligible for the funding proposed for payments by this Agreement.
- 19.7.2.2.3 Any license or certification required by law or regulation to be held by the Participating Agency to provide the services required by this Agreement is for any reason denied, revoked, lapses, or not renewed.

19.7.2.3 Any termination of the Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination. Upon termination, the Division's liability under Sections 8-11 will be limited to events occurring during the term of this Agreement.

19.7.3 Review: The Agreement shall be reviewed by the Parties and other participating agencies no later than six (6) months prior to the expiration of this Agreement.

19.8 Entire Agreement: The contents of the Agreement including its Exhibits shall constitute the entire agreement between the Parties relating to the subject matter of the Agreement. The Agreement supersedes any and all prior agreements, whether expressed orally or in writing, relating to the subject matter of the Agreement.

19.9 Applicable Law: This Agreement shall be governed by the laws of the State of Wisconsin. The Participating Agency and State shall at all times comply with and observe all federal and state laws and regulations, the federal and state constitutions, and local ordinances and regulations in effect during the period of this Agreement and which may in any manner affect its performance of its obligations under this Agreement, including the provision of Services.

19.10 Assignment: No right or duty of the Participating Agency under this Agreement, whole or in part, may be assigned or delegated without the prior written consent of the State of Wisconsin.

19.11 Successors in Interest: The provisions of the Agreement shall be binding upon and shall inure to the benefit of the parties to the Agreement and their respective successors and permitted assigns.

- 19.12 Force Majeure: Neither party to this Agreement shall be held responsible for delay or default caused by fire, riots, acts of God and/or war or for other reasons beyond that Party's reasonable control.
- 19.13 Notifications: Participating Agency shall immediately report by telephone and in writing any demand, request, or occurrence that reasonably may give rise to a claim against the State, its officers, Divisions, agents, employees, and members. Such reports shall be directed to:

ATTN: Administrator
Division of Emergency Management
DMA Wisconsin
PO Box 7865
Madison, WI 53707-7865
Telephone #: (608) 242-3232
FAX #: (608) 242-3247

Copies of such written reports shall also be sent to:

ATTN: Office of the Department of Military Affairs General Counsel
Wisconsin Department of Military Affairs
2400 Wright Street
Madison, WI 53704

- 19.14 Severability: If any provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- 19.15 Amendments: The terms of this Agreement shall not be waived, altered, modified, supplemented, or amended in any manner whatsoever without prior written approval of Division and Participating Agency.
- 19.16 Approval Authority: Participating Agency's representative(s) certify by their signature herein that he or she has the necessary and lawful authority to enter into contracts and agreements on behalf of Participating Agency.
- 19.17 No Waiver: No failure to exercise, and no delay in exercising, any right, power or remedy, including payment, hereunder, on the part of the Division, state, or Participating Agency shall operate as a waiver of the same, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise of the same or the exercise of any other right, power or remedy created by the Agreement. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided in the written waiver. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same

covenant, term or condition.

- 19.18 Construction of Agreement: This Agreement is intended to be solely between the Parties. No part of the Agreement shall be construed to add, supplement, amend, abridge, or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the Parties.

The Division and Participating Agency make no representations to third parties with regard to the ultimate outcome of the provision of Services.

Approving Signatures:

ON BEHALF OF THE WISCONSIN EMERGENCY MANAGEMENT DIVISION

Dated this ____ day of _____, 2024

Greg Engle, Acting Division Administrator

[SIGNATURE PAGE]

EXHIBIT A

EXHIBIT A TO AGREEMENT FOR URBAN SEARCH AND RESCUE EMERGENCY RESPONSE SERVICES AGREEMENT (the Agreement)

STATE OF WISCONSIN STANDARD TERMS AND CONDITIONS

ANTITRUST ASSIGNMENT: The Participating Agency and the State of Wisconsin recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by the State of Wisconsin (purchaser). Therefore, the Participating Agency hereby assigns to the State of Wisconsin any and all claims for such overcharges as to goods, materials or services purchased in connection with this Agreement.

APPLICABLE LAW AND COMPLIANCE: This Agreement shall be governed under the laws of the State of Wisconsin. The Participating Agency shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this Agreement and which in any manner affect the work or its conduct. The State of Wisconsin reserves the right to cancel this Agreement if the Participating Agency fails to follow the requirements of s. 77.66, Wis. Stats. and related statutes regarding certification for collection of sales and use tax. The State of Wisconsin also reserves the right to cancel this Agreement with any federally debarred Participating Agency or a Participating Agency that is presently identified on the list of parties excluded from federal procurement and non-procurement Agreements.

CANCELLATION: The State of Wisconsin reserves the right to cancel any Agreement in whole or in part without penalty due to nonappropriation, unavailability or insufficiency of funds or for failure of the Participating Agency to comply with terms, conditions, and specifications of this Agreement.

WORK CENTER CRITERIA: A work center must be certified under s.16.752, Wis. Stats., and must ensure that when engaged in the production of materials, supplies or equipment or the performance of contractual services, not less than seventy-five percent (75%) of the total hours of direct labor are performed by severely handicapped.

INSURANCE RESPONSIBILITY: The Participating Agency performing services for the State of Wisconsin shall:

Maintain worker's compensation insurance as required by Wisconsin Statutes, for all employees engaged in the work.

Maintain commercial liability, bodily injury and property damage insurance against any claim(s) which might occur in carrying out this agreement/Agreement. Minimum coverage shall be one million (\$1,000,000) liability for bodily injury and property damage including products liability and completed operations. Provide motor vehicle insurance for all owned, non-owned and hired vehicles that are used in carrying out this Agreement. Minimum coverage shall be one million (\$1,000,000) per occurrence combined single limit for automobile liability and property damage.

The state reserves the right to require higher or lower limits where warranted.

NONDISCRIMINATION / AFFIRMATIVE ACTION: In connection with the performance of work under this Agreement, the Participating Agency agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), Wis. Stats., sexual orientation as defined in s.111.32(13m), Wis. Stats., or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Participating Agency further agrees to take affirmative action to ensure equal employment opportunities.

Contracts estimated to be over fifty thousand dollars (\$50,000) require the submission of a written affirmative action plan by the Participating Agency. An exemption occurs from this requirement if the Participating Agency has a workforce of less than fifty (50) employees. Within fifteen (15) working days after the Agreement is awarded, the Participating Agency must submit the plan to the contracting state agency for approval. Instructions on preparing the plan and technical assistance regarding this clause are available from the contracting state agency.

The Participating Agency agrees to post in conspicuous places, available for employees and applicants for employment, a notice to be provided by the contracting state agency that sets forth the provisions of the State of Wisconsin's nondiscrimination law.

Failure to comply with the conditions of this clause may result in the Participating Agency's becoming declared an "ineligible" Participating Agency, termination of the Agreement, or withholding of payment.

Pursuant to 2019 Wisconsin Executive Order 1, Participating Agency agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

Pursuant to s. 16.75(10p), Wis. Stats., Participating Agency agrees it is not, and will not for the duration of the Agreement, engage in a prohibited boycott of the State of Israel as defined in s. 20.931(1)(b). State agencies and authorities may not execute a contract and reserve the right to terminate an existing contract with a company that is not compliant with this provision. This provision applies to contracts valued \$100,000 or over.

PUBLIC RECORDS. Upon receipt of notice from the State of Wisconsin of a public records request for records produced or collected under this Agreement, the Participating Agency shall provide the requested records to the contracting agency in order to ensure compliance with s. 19.36(3), Wis. Stats. Participating Agency, following final payment under this Agreement, shall retain all records produced or collected under this Agreement for six (6) years. Participating Agency is also considered a contractor for the purposes of Wis. Stat. § 19.36(3) and must comply with its provisions.

TAXES: The State of Wisconsin, including all its agencies, is required to pay the Wisconsin excise or occupation tax on its purchase of beer, liquor, wine, cigarettes, tobacco products, motor vehicle fuel and general aviation fuel. However, it is exempt from payment of Wisconsin sales or use tax on its purchases. The State of Wisconsin may be subject to other states' taxes on its purchases in that state depending on the laws of that state.

VENDOR TAX DELINQUENCY: Vendors who have a delinquent Wisconsin tax liability may have their payments offset by the State of Wisconsin.

STEVENS POINT FIRE DEPARTMENT



Strategic Plan: 2026-2031

CONTENTS

STRATEGIC PLANNING PROCESS OVERVIEW	2
MISSION, VISION, AND VALUES	3
CURRENT ISSUES AND STRATEGIES	4
• STRATEGIC PRIORITY #1	5
• STRATEGIC PRIORITY #2	6
• STRATEGIC PRIORITY #3	7
• STRATEGIC PRIORITY #4	8
FURTHER PLANNING, IMPLEMENTATION, AND PERIODIC REVIEW	10
APPENDIX A: ORGANIZATIONAL MANDATES	11
APPENDIX B: SUMMARY OF STRENGTHS, WEAKNESSES, OPPORTUNITIES, CHALLENGES	13
APPENDIX C: STAKEHOLDER MATRIX	14

STRATEGIC PLANNING PROCESS OVERVIEW

A strategy is an extension of the organization's mission that connects it to its environment (opportunities and challenges). Strategies can be thought of as patterns of purposes, policies, programs, actions, decisions, and resource allocations that speak to what an organization is, what it does, and why¹.

The strategic planning work group of the Stevens Point Fire Department convened eight planning sessions in 2025. The planning work group reviewed the 2020-2024 strategic plan, identified four current issues, and determined strategies to address each. Reviewing the 2020-2024 strategic plan, the work group briefly discussed the effectiveness of the different strategies pursued since then. This review informed, yet did not limit, the discussion of current issues and strategies to address the four high-priority topics addressed in this plan. The work group also discussed the department's fundamental purposes. This plan proposes a new mission statement and affirms the fire department's existing vision and values. Mandates and analyses of organizational strengths, weaknesses, opportunities, and challenges identified in 2025 are included in the appendices for reference. UW Madison Division of Extension Community Development Educators Katie Livernash and Kayla Rombalski facilitated the strategic plan update process.

¹ Bryson, John M. Strategic Planning for Public and Nonprofit Organizations: A guide to strengthening and sustaining organizational achievement. 3rd Ed. Jossey-Bass, San Francisco, CA. 2004.

Planning Work Group Participants:

Chief Jb Moody	Battalion Chief Jared Hopfensperger
Asst. Chief – EMS Operations Joe Gemza	Lt. / Paramedic Ben Schultz
Asst. Chief – Fire & Rescue Dennis Zvara	Lt. / Paramedic Justin Thomson
Division Chief – Training Officer Anthony Ewing	Paramedic Supervisor / Field Training Paramedic Jennifer Petkoff
Deputy Fire Marshal / EM Coordinator Justin Malin	Firefighter / Paramedic Connor Pelot
Administrative Assistant Karyn Baxter	Firefighter / Paramedic Jake Butler

MISSION, VISION, AND VALUES

Organizations create a mission and vision to define themselves and their purpose, establishing where they are going, what they will become, and how they will get there. A mission statement defines the organization’s purpose. The vision vividly describes the organization’s desired future. The new mission statement, affirmed vision statement, and affirmed core values are as follows.

MISSION
The Stevens Point Fire Department exists to serve the community through emergency response and preparedness.

VISION
<p>The Stevens Point Fire Department will strive to be role models in the community and leaders in our profession.</p> <p>We will be accountable to the community, each other, and any organizations we interact with.</p> <p>We are committed to providing the best public service through innovative training, education, safety, equipment, and care for the resources entrusted to us.</p> <p>We will take the department into the future through productive, dedicated teamwork and by focusing on the professional development and training of all personnel.</p> <p>We are committed to our values and mission and dedicated to our profession.</p>

CORE VALUES

Professionalism	We maintain the highest standards while seeking to improve.
Respect	We always treat others as they desire to be treated.
Integrity	We preserve the trust of those we serve and each other.
Compassion	We believe in caring for our community members who are suffering from tragic events in their lives and doing everything within our power to help stabilize the situation with a merciful attitude.
Excellence	We strive for excellence in every action we take.

CURRENT ISSUES AND STRATEGIES

This plan identifies the following four key strategic issues, phrased here with an overall theme and as questions:

1. Recruitment:

How do we proactively engage in ongoing recruitment efforts?

2. Retention, Pride, & Development:

How do we retain and develop our members while cultivating pride?

3. Organizational Excellence:

How can we foster departmental growth in the city and surrounding communities, within budget constraints, to ensure stability, maintain consistency, and uphold high standards?

4. Community Connection:

How can we strengthen our community connections by promoting valuable partnerships and programs, and by adapting to changing needs?

The planning work group identified strategies to address each issue. Current strategies are as follows:

ISSUE #1 – RECRUITMENT

How do we proactively engage in ongoing recruitment efforts?

Currently:

- Proactive recruitment and hiring process
- Desirable pay and benefits (link to Union contract <https://stevenspoint.com/DocumentCenter/View/703>)
- Health and wellness programs
- Progressive fire, EMS, and technical rescue scopes of practice

What could we be doing to improve?

- Improved health and wellness programs
- Explore alternative shift schedules
- Increase social media engagement
- Cultivation of potential and newly hired recruits

Plan of attack:

- Promote and maintain positive relationships with area departments and technical colleges in relation to training and recruitment
- Collectively bargain identified areas of improvement (i.e., alternative shift schedules, health and wellness options, etc.)
- Explore and maintain an apprenticeship and recruitment program

The recruitment issue centers around surpassing our current strengths—which include a proactive hiring process, desirable compensation, and progressive fire, EMS, and technical rescue scopes of practice—to proactively enhance recruitment and retention. Key areas identified for improvement include strengthening the health and wellness offerings, exploring alternative shift schedules, boosting social media engagement, and cultivating both potential and newly hired recruits. The proposed plan of attack focuses on external relationship-building by promoting positive ties with area departments and technical colleges, leveraging collective bargaining to address desired changes in shift schedules and improve health and wellness offerings, and establishing both an apprenticeship program and a comprehensive recruitment program.

ISSUE #2 – RETENTION, PRIDE, & DEVELOPMENT

How do we retain and develop our members while cultivating pride?

Currently:

Already done or has been implemented:

- Removed residency requirement from the department through collaborative efforts
- Continue to build a state-of-the-art training facility with major stakeholders
- Continue degree-level education reimbursement
- An advanced and progressive scope of practice related to EMS protocols and fire department SOPs
- A scheduled/structured workday focused on carrying out the department's mission
- The department promotes staff wellness through physical fitness training and an expanded peer support team

In-process or some action taken:

- Regular feedback and performance reviews are conducted, and opportunities are given to discuss goals for expansion and improvement within the fire department
- Continue to improve awards and decorations/recognition
- Continue to progress and implement employee development programs from the bottom up; the basic minimum competency (from school) is not enough, and they need to continue training throughout their career
- Collaboratively research and explore a variety of different work schedules that allow for optimal sustained efficiency
- Continue to improve both the interior and exterior station conditions/aesthetics
- Continue to refine communication regarding in policies, protocols, buildings, and equipment

What could we be doing to improve?

- Prioritize the training budget within the annual operational budget
- Address members' short-term and long-term professional (or training) goals and outline how they plan to achieve these with support from within the department
- Strengthen communication department-wide

What's the plan of attack for the future?

Based on current initiatives, the fire department's future centers on proactive investment in its personnel and operational readiness to ensure sustained, high-quality service. The strategic focus will be dedicated to solidifying a culture of professional excellence, development, and retention.

This involves:

- Constructing a state-of-the-art training facility
- Elevating continuing education through degree-level reimbursement
- Clear commitment to the training budget

Concurrently, the department will enhance the work environment by:

- Improving station aesthetics
- Exploring flexible work schedules for optimal efficiency
- Providing robust wellness and peer support

Performance management will become more focused, with regular feedback, improved recognition programs, and departmental support to help members achieve their individual career goals.

This commitment to fostering pride, competence, and a progressive operational model—including advanced EMS protocols and clear, department-wide communication—will be the foundation for retaining top talent and meeting the evolving demands of community safety.

ISSUE #3 – ORGANIZATIONAL EXCELLENCE

How can we foster departmental growth in the city and surrounding communities, within budget constraints, to ensure stability, maintain consistency, and uphold high standards?

Currently:

- Field Training and Evaluation Program (FTEP) for fire officers on duty. The PS/FTP's piloted this, and positive feedback from the EMS side prompted implementation on the fire side of our business
- Division chiefs and deputy fire marshal positions, inspections taken off the line
- Relationships/programs with MSTC, DCI, Citizens Academy, and Explorers
- Performance evaluations that identify opportunities to cultivate, combined with Daily Observation Reports and Personal Improvement Plans

What could we be doing to improve?

- Provide training to all stakeholders in the most economical way, allowing for professional development of staff through paid outside training opportunities
- Fitness standards
- Updated pre-incident planning and more tour/walkthrough opportunities

What's the plan of attack for the future?

The future of the fire department will focus on sustaining high operational standards and fostering growth through targeted investments and structured development, all while adhering to budgetary constraints. Building on the successful implementation of the Field Training Evaluation Program (FTEP) for supervisors and the professionalization of the Fire Prevention Division, the department is committed to further enhancing staff capabilities.

This should be achieved by:

- Aggressively seeking an increase in the operational budget, specifically for training, to enable the most economic professional development, including paid external training opportunities

Furthermore, department leadership should:

- Explore position-specific, self-driven development programs to cultivate current and future leaders

Operationally, the focus should shift to proactive readiness through:

- Updated pre-incident planning and more facility walkthroughs
- Development of formal fitness standards to ensure all personnel are physically prepared to meet the demands of the job
- Maintaining and improving a high level of service through fire and EMS response levels within the community we serve

By strengthening community ties through existing partnerships, utilizing performance evaluations to drive personal improvement, and continuing to improve upon our high levels of fire and EMS service within the community we serve, the department will secure its stability and capacity for future expansion.

ISSUE #4 – COMMUNITY CONNECTION

How can we strengthen our community connections by nurturing valuable partnerships and programs, and by adapting to changing needs?

Currently:

- Enhanced social media presence
- Public Safety Citizens Academy
- Open houses

- Develop programs for grades 4, 7, and 10 that enable us to teach students first aid and job functions. Have events with these age groups each semester

What could we be doing to improve?

- Survey or canvass the community to see what the wants of the department are, and how SPFD can provide those requests, and how to really identify community wants
- Community Care Plans – a prevention program for falls, as well as performing a community needs assessment
- Patient Outreach – Risk reduction (Unhoused, CPS/APS, falls)
- Community outreach and information revolving around food, medicine, clothing, and mental health

What's the plan of attack for the future?

- Notification of issues in the community for patients lacking basic needs. Identify available liaisons
- Referral forms available within the reporting program
- An outlined process for working with Community-Based Residential Facilities (CBRFs) when patient issues/problems arise
- Increase staffing and funding to assist with community outreach
- Establish easily accessible lesson plans and item lists for certain public education/age groups

The primary focus of community connection is to strengthen departmental partnerships and to adapt programs better to meet evolving community needs. Currently, efforts include an enhanced social media presence, public engagement via open houses and a Citizens Academy, and the development of tailored educational programs for specific student age groups. Future improvement hinges on proactive engagement, specifically through community surveys and needs assessments to inform new prevention programs, such as Community Care Plans (e.g., fall reduction) and targeted Patient Outreach for high-risk populations. The strategic plan is to formalize this support by implementing referral systems for patients lacking basic needs, outlining processes for collaboration with CBRFs, and increasing staffing and funding to create accessible, pre-built lesson plans for enhanced public education.

TIME FRAME	STEPS	
May-June 2025 Crew feedback due by June 15TH	Focus on Issue #1	The entire department is invited to discuss and suggest specific action steps for issue #1.
Late June 2025		The planning work group will meet to synthesize input and ideas regarding issue #1, specify action steps, and determine how to allocate any necessary resources.
June-July 2025 Crew feedback due by July 15TH	Focus on Issue #2	The entire department is invited to discuss and suggest specific action steps for issue #2.
Late July 2025		The planning work group will meet to synthesize input and ideas regarding issue #2, specify action steps, and determine how to allocate any necessary resources.
July-Aug 2025 Crew feedback due by Aug. 15TH	Focus on Issue #3	The entire department is invited to discuss and suggest specific action steps for issue #3.
Late August 2025		The planning work group will meet to synthesize input and ideas regarding issue #3, specify action steps, and determine how to allocate any necessary resources.
Aug-Sept 2025 Crew feedback due by Sept. 15TH	Focus on Issue #4	The entire department is invited to discuss and suggest specific action steps for issue #4.
Late Sept. 2025		The planning work group will meet to synthesize input and ideas regarding issue #4, specify action steps, and determine how to allocate any necessary resources.
Oct-Nov 2025	The entire planning work group will be assembled to review the strategic plan before its release.	
TBD, 2027	An appropriate work group will be assembled to conduct an annual review of the strategic plan.	
TBD, 2028	An appropriate work group may be assembled to conduct an annual review of the strategic plan.	
TBD, 2029	An appropriate work group may be assembled to conduct an annual review of the strategic plan.	
TBD, 2030	An appropriate work group may be assembled to conduct an annual review of the strategic plan.	
TBD, 2031	An appropriate work group may develop a new strategic plan.	

APPENDIX A: ORGANIZATIONAL MANDATES (2025)

Mandates are requirements from external authorities and audiences (such as laws, regulations, ordinances, or norms) that affect what an organization can and cannot do. They can be formal or informal. The following table lists the department's mandates, all of which are current and still appropriate.

Mandate	Source	Requirements	Effects on the Organization	Status
Fire Inspections	Statute/ISO	Commercial businesses are inspected annually; this prevents unsafe building conditions	Time constraints; personnel; fuel use; 2% dues; familiarity with business properties, decrease in ISO fire suppression rating schedule	Current; lasting
EMS Contract with Portage County	4-year contract	24/7 coverage within response area; training, licensure, and recertification; 5 benchmarks	Staffing; Funding; the county owns equipment, SPFD has staff	Current
MABAS/Metro and Park Ridge	Contract	Automatic aid; mutual aid	Adds workforce; also demands workforce; staffing	Current, long-lasting
Provisions of Union Contract - Local 484	Negotiated contract	A binding agreement between the City of Stevens Point and the labor union sets forth wages, hours, and working conditions	Rules and conditions of employment (wages, working hours, and conditions); how the department moves forward, inter-workings; financial obligations	Current
National Emergency Response Information System (NERIS)	Federal requirements for fire reporting	Used by the Department to report fires and other incidents to which we respond	Time to write a report, provides for a national database, trends, and management tool	Current, indefinitely
EMS Protocols and Reporting	DHS 110 (statute)	Guidelines for treatment; standards/requirements for EMS, licensing, certification, and training	Skills/medications authorized and allowed for each EMS level	Current

Public Education	Internal policy, ISO	Internal policy, ISO	Staffing and time; cost of educational materials; potential loss of 2% dues; ISO rating	Current
Training	DHS 110 mandates EMS training. ISO recommends fire training requirements. Need for proficiency and safety.	Set forth by DHS 110, ISO, NFPA, and the National Registry of EMTs, SPS 330	Hours to complete required training, additional staff demands	Continuous
Licensing and Certifications	DHS 110; National Registry	Set forth by DHS 110 and the National Registry	Hours to complete training, demands on staff, funding for training and licensing	Ongoing
Emergency Management				

APPENDIX B: SUMMARY OF STRENGTHS, WEAKNESSES, OPPORTUNITIES, CHALLENGES (2025)

Strengths	Opportunities
<ul style="list-style-type: none"> - Personnel: dedicated, caring, well-trained, well-rounded - Organizational Structure - Well-developed programs and ongoing committee involvement - Equipment and Technology - Community support and partnerships - Breadth of services - Public outreach (e.g., charity involvement) - Ability to think, adapt, and change - MetroFire/MABAS - Relationship with local hospitals - Wellness, fitness program - Grant writing and awards - Fire and EMS contracts - Less intimidating department 	<ul style="list-style-type: none"> - Expand services: technical rescue - Develop leaders - Better inform local government leaders - Public education/outreach - Growing stations and staff (O&C) - Internal and external communications - Changes in health care - Strategic planning - Fee-based charge for services - Social Media - Training Site expansion (O&C) - Young department - Succession planning - Expansion of Emergency Management within the city - Technical school collaboration - Increased engagement with local schools
Weaknesses	Challenges – External Factors
<ul style="list-style-type: none"> - Flow of information - City budget restraints - Financial limitations to accessing outside agency training - Occasionally negative focus/attitude - Overcommitted - Time management - Inconsistency from one shift to another - Clarity of communications - Operational challenges - Pride and Culture - Young department - Too much focus on the future rather than the present - Shift schedule - Growth challenges 	<ul style="list-style-type: none"> - Staffing - Keeping local government leaders informed about the department’s work - County EMS - Educating the public - Public perception - Aging population - Privatization of fire and EMS - Competition for operational and capital funds - Technology and IT Support - Communications Center - Housing Market

APPENDIX C: STAKEHOLDER MATRIX (2025)

Stakeholder	What They Want from Us	What We Want from Them
Department Staff	Know the job and excel at it through the department's core values (P.R.I.C.E. of doing business)	Through open minds, self-motivation, the pursuit of opportunities, and clear communication, the department's core values are upheld
PFC	To uphold the department's core values and be effective in our communication so that we present ourselves favorably to the public and taxpayers	Support the department by understanding our profession, listening to the department's needs, and providing the resources necessary to deliver the best possible care to the citizens in our community
General Public/Taxpayers	Display confidence and competence by being fiscally responsible, responding to calls promptly, and serving as a community resource	Understand our purpose within the community and the fiscal and systematic intricacies of our profession related to fire and EMS, while also supporting our core values, so that we can grow as leaders in our profession
Hospitals and Clinics	Exemplify quality patient care by providing timely responses and efficient communication	Maintain positive, professional relationships with local hospitals and the medical director, built on mutual respect and open communication, so that our patients receive the most efficient and skilled care available
Common Council	To uphold department core values and display confidence, professionalism, and expertise while fulfilling our duties to the citizens of the community	Support and trust in our leadership, as well as their knowledge and consideration of our professional duties when making decisions for our community
City Staff	Cooperation in daily tasks, positive communication, and professional support when needed	Efficient communication and cooperation when working together, while supporting and understanding the job that we do
Portage County Staff	Provide more transparent written communication when equipment problems occur	Provide more IT support and improve our ability to work together for the common good

Communications Center	Clear communication and patience	Supportive, respectful, clear communication that allows for the transfer of all information necessary to treat our patients in the best way possible
Public Safety Partners	Cooperation and positive communication are necessary to maintain positive working relationships	Communication that allows for the most efficient and effective service to our communities
Nursing Homes/Community-Based Residential Facility	Ensure the most efficient patient care through open communication and teamwork	Transparency with patients and their needs, and understanding when transport takes longer than expected
Community Risk Reduction Partners	Work together and communicate to educate those we serve	Open communication so that all stakeholders understand the processes and procedures we use, so that we can provide the best possible service for our community
Mid-State Technical College	Maintain and grow our partnership with the college while providing students with training	A cohesive relationship that fosters growth and allows for the most pertinent training opportunities for current and prospective members of the department moving forward
Educational Institutions	Promote continued education by attending classes offered	Work together to ensure that educational opportunities are made available to us, and we are invited to the recruiting events offered at your institution
Prospective Employees	Be transparent, honest, and educate prospective employees about the P.R.I.C.E. of doing business	Prospective employees must be teachable and willing to learn throughout their careers
Community Business Owners	Serve the people in our community with professionalism	Open communication and support so that we can work together to meet the needs of the community we serve

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 – December 2025

57 Members Approved

55 Positions Funded

50 Positions Staffed

Significant Events

- 2300 Michigan Ave Structure Fire (City) 12/02/2025
- 3104 Town Line Road Structure Fire (Rudolph) 12/15/2025
- 3808 Robert Street Structure Fire (City) 12/30/2025
- Department Awards

Monthly Training

- Ice Water Rescue
- New Fire Reporting
- Equipment cleaning/Familiarization
- Ropes Rappelling, Haul Systems
- Down Firefighter/RIC
- New Recruit Phase II
- Chimney Fires
- Seizures
- Imagetrend Artificial Intelligence
- Dr Sinclair Cardiology/Hypothermia

Public Activities:

- Shop with a Hero (Fleet Farm) 12/03/2025
- Red Kettle Public Safety Challenge 12/06/2025
- St. Paul Lutheran Career Exploration 12/10/2025
- Park Ridge Santa Visit 12/11/2025
- WIAA Hands-only CPR and First Aid 12/11/2025
- New Flag Strongs Station 2 Historical Society 12/16/2025
- Smoke Detector Install 12/16/2025
- ADRC Serve Lunch 12/17/2025

December 2025 PFC Emergency Management Report

Attended Meetings:

- None

Attended Trainings:

- None

Tours:

- None

EM Responses:

- None

Additional Information:

- None