

CITY OF STEVENS POINT POLICE AND FIRE COMMISSION

**Tuesday, August 4, 2020
Stevens Point Police Department
933 Michigan Avenue**

1. **Roll Call:** Commissioners Carlson, Kirschling, Moore, Ostrowski, Wescott via phone
Attorney Dean Dietrich via phone

Also Present: In person: Fire Chief Finn, Interim Chief Zenner, Assistant Chief Rottier, Lt. Bob Kussow, Assistant Chief Moody, Lt. Dana Williams, Lt. Jeremy Mueller, PD intern Brianna

2. **Approval of minutes**

Commissioner Carlson moved, seconded by Commissioner Kirschling to approve the July 8, 2020 minutes.

Ayes, all; nays, none. Motion carried.

3. **Confirmation of bills**

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the confirmation of the June and July 2020 bills.

Ayes, all; nays, none. Motion carried.

4. **COVID 19 update – Chief Finn and Chief Zenner**

Chief Finn:

- Marshfield Clinic came and inspected all FD facilities and the facilities all received positive remarks.
- The CDC announced new guidelines for fire and EMS, specially the workers who live in the firehouse. Personnel are now required to wear a surgical mask. Cloth masks are no longer acceptable. Masks must be worn anytime an employee is in the building unless that employee is in their own office and nobody else is present in that office with them. Masks are not required if an employee is eating or sleeping.
- Personnel are required to take a survey daily on a laptop before entering the building which consists of two questions: Do you have a fever of 100.7 or are you feeling sick. If an employee answers yes to either question that employee is not allowed in the building and must see a doctor.
- Masks and gowns have been ordered through the State of Wisconsin.
- CARES ACT: The chief is working with City IT to receive 5 laptops in case an employee needs to work from home; the FD is looking to remodel the bunk room to make individual quarters at Station 1; the FD is looking at two waterless water fountains, electric soap dispensers and electric paper towel holders; the Chief

has ordered two electro static disinfectant sprayers and also ordered two UV lights for the ambulances.

- New mattress pads were purchased for the beds. Mattress pads will be disinfected every morning.

Chief Zenner:

- Auxiliary unit is operating in a limited capacity.
- The PD lobby is open. Fingerprinting services remain suspended until further notice.
- Patrol continues to work a modified schedule to limit shift change interactions.
- Investigation Bureau has returned to normal scheduling hours.
- Suspects transported in squads are required to wear a mask during transport and upon entering the building.
- Marshfield Clinic conducted COVID 19 assessment of the PD and reports we received exceptional marks for current protocols.
- Lt. Jeremy Mueller remains the Department point of contact for all COVID 19 related communication and FEMA data collection.
- Through a grant Chief Zenner is looking to purchase 10 laptops.
- Officers are required to wear masks on all traffic stops.

5. Capital budget presentation for 2021 – Fire Department and Police Department

Police Department capital budget requests for 2021 are as follows:

- Armory, Firearms Pistols - \$35,000.00
- General Equipment – Gas Masks (SWAT team only) - \$20,000.00
- Office Records Management System - \$500,000.00 (bumped to 2022)

Fire Department capital budget requests for 2020 are as follows:

- Training Site – updates, \$100,000.00
- Paging system, \$50,000.00
- Epoxy truck bay floor, \$62,000.00
- Compressor and reels, \$13,000.00
- DNR grant match (50/50 split), \$7,000.00
- Extinguisher Prop, \$10,000.00

Fire Department Re-occurring Capital requests

- Turnout gear (reoccurring request), \$23,000.00
- General Fire equipment, \$20,000.00
- Technical rescue, \$15,000.00
- Lapel microphones/radios, \$10,000.00

Commissioner Ostrowski moved, seconded by Commissioner Kirschling to advance the 2021 capital budget requests from the Police and Fire management teams as prioritized.

Ayes, all; nays, none. Motion carried.

6. Update on training officer – Fire Department

The position of training officer was approved by City Council. The day after the council approved the position a job description and procedures to apply were posted. Applicants were asked to submit a letter of intent and resume to AC Moody by August 10th.

On August 10th applicants will be given a random topic and are asked to prepare a 20 minute presentation. The presentation will be given on August 26th before a selected panel. Also on August 26th the applicants will interview with Chief Finn, AC Gemza, AC Moody and Fire Chief Egan.

The Chief hopes to have the training officer selected by August 27 or August 28, with a state date of September 8, 2020.

7. Approval of Memorandum of Understanding with Stevens Point Firefighters IAFF Local 484 regarding bonus sick leave accrual

Commissioner Ostrowski moved, seconded by Commissioner Carlson to authorize President Wescott to sign the Memorandum of Understanding as presented.

Ayes, all; nays, none. Motion carried.

8. Approval of Fire Department eligibility list

Commissioner Wescott moved, seconded by Commissioner Moore to approve the eligibility list as presented.

Ayes, all; nays, none. Motion carried.

9. Authorization to hire one Firefighter/Paramedic from eligibility list

Commissioner Wescott moved, seconded by Commissioner Kirschling, to extend a conditional offer of employment to John Klementz upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

10. Discuss scheduling of a hearing involving charges against a firefighter

The Commission, through Attorney Dean Dietrich, confirmed a Stevens Point Firefighter has been placed on paid administrative leave. The individual's name or any specifics related to the charges weren't discussed. Dietrich did confirm it will be a proceeding involving charges for removal.

Specifics regarding the meeting date and time are not known at this time.

**11. Fire Chief's Report/EMS Report
Significant Events:**

- Interdivisional MABAS response to 205357 Chickadee Lane, Marathon County
- Metro Fire calls (1)
- Structure fires (1)
- Vehicle fires (3)
- Brush, grass, wildland fires (0)
- Cooking fire contained (0)
- Overheated cooking (1)
- Other fires (4)
- Rescue (11)
- EMS assist calls (53)

- False alarm responses (8)
- Hazardous materials responses (6)
- Other responses (11)
- Total fire losses (\$0)
- Total Property saved (\$0)
- Total responses (98)
- Training: N95 Cleaning procedure; Ventilation techniques; Go/No-Go scenarios; FF-I Rehab; Ladder Operations. Total training hours: 39.
- Fire inspections: Certificate of occupancy (3); fire alarm inspections (0); general fire inspection (72); general/liquor license inspection (1); re-inspection/liquor license inspection (3); re-inspection (9); sprinkler system (1); complaint inspection (3); special event permit (0); ANSUL/Hood inspections (0); self-certification (0); tent inspection (2); consultation (1); re-inspection certificate of occupancy ((1)
Total inspections: 96
- Public Activities: No public activities due to COVID-19. Number of attendees: 0

Commissioner Wescott moved, seconded by Commissioner Carlson to accept the Fire Chief's Report for July 2020.

Ayes, all; nays, none. Motion carried.

12. Review of Police Chief's job description and possible timeline for hiring process

The job description and community profile were distributed. The commission is asked to review both documents and forward any suggested changes to Lee Ann.

As liaison to the Police Department Commissioner Carlson is asked to work with Lee Ann during the Police Chief hiring process.

13. Police Chief's Report

COVID-19 related:

- Auxiliary Unit operating in limited capacity.
- The Police Department lobby is open. Fingerprinting services remain suspended until further notice.
- Patrol continue to work a modified schedule to limit shift change interactions.
- Investigations Bureau has returned to normal scheduling hours.
- Suspects transported in squads are required to wear a mask during transport and upon entering the building.
- Marshfield Clinic conducted COVID 19 assessment of the Police Department. Assistant Chief Rottier assisted Marshfield Clinic and reports that we received exception marks for current protocols established for the Department.
- Lieutenant Jeremy Mueller remains the Department Point of Contact for all COVID-19 related communications and FEMA data collection.

Notes of interest:

- On July 8, 2020 officers responded to an address on West River Drive for a drug overdose death involving heroin. Detectives continue follow-up investigation pertaining to the source of the drug.
- On July 12, 2020 officer responded to a report of an armed robbery (gun involved) in the 2800 block of Indiana Avenue. Further report stated upon leaving the scene, suspect vehicle struck a female. Vehicle stopped in Plover shortly

after the incident. No weapon or bank bag reported stolen was located. Conflicting information has failed to determine crime was committed. Investigation continues.

- On July 16, 2020 SWAT and Investigation Bureau executed a search warrant in the 2800 block of Roberts Place. Suspect, an affiliated member of a Las Angeles gang, was a felon in possession of firearms. Firearms were located and suspect taken into custody without incident.
- On July 23, 2020 patrol officers received an attempt to locate (ATL) from Oshkosh Police concerning a suspect who fled in a vehicle following a drug investigation. Vehicle was observed by patrol personnel and a pursuit was initiated. After 2.8 miles the vehicle stopped and the suspect was taken into custody. Suspect charged locally with felony fleeing an officer and transported the next day back to Oshkosh for jurisdictional charges.
- On July 26, 2020 male subject was arrested for disorderly conduct following an incident in the 4200 block of Main Street. Female complainant states male subject was sitting in his car masturbating while watching her. Possibly related to similar incident which happened the previous day in a county park.
- On July 26, 2020 officers responded to a burglary complaint on Walker Street. Patrol officers identified the suspect due to items left at the scene, including cellphone. Suspected motives include drug dependency.

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

Number of Use of Force incidents 1 (27)

- Officers were involved in vehicle pursuit. Suspect eventually stopped on his own and a high risk traffic stop was conducted. Use of Force was displayed handguns during high risk stop. Situation concluded without further incident.

Mental health related incidents:

- 32 welfare checks
- Six emergency commitments
- 15 voluntary commitments
- Two alcohol commitments

K-9 Unit

- K9 operational deployments continue to be overwhelmingly methamphetamine related.
- 11 total deployments including: two other agency assist (Portage and Marathon Counties) on traffic stops; assist Central Wisconsin Drug Task Force at local hotel; K9 demonstration for Boys and Girls Club at Jefferson School; K9 demonstration for K9 fundraiser, Cruz'n for K9s. Over \$1,000.00 raised for area K9 programs.

Staffing:

- Officer hiring process concluded. Kim DesRosier and Zachary Gartmann have been hired to fill both vacant positions. Both individuals have prior law enforcement experience.
- Lt. Robert Kussow selected as Interim Chief overseeing patrol operations and training.
- Sgt. Brian Brooks selected as Interim Lieutenant in the Investigation Bureau.
- Detective Mike Schultz selected as Interim Sergeant in the Investigation Bureau.

Training:

- A three hour training module for Implicit Bias training was obtained for all sworn personnel and offered to members of the Police and Fire Commission. The training is offered via Calibre Press and mandatory attendance for sworn personnel is nearly complete.
- The Department is currently deploying a De-escalation instructor within the Instructor Cadre of the Department. Sgt. Brian Brooks, currently our Communications Instructor, will further develop that instruction to include de-escalation. Our Defense and Arrest Tactics (DAAT) Master Instructor, Lt. Joe Johnson will oversee the program.
- Firearms Range/Prequalification scheduled for mid-August.

Auxiliary Unit:

- No events scheduled.

Facilities:

- Absentee voting will take place through mid-August in the Community Overflow Room.
- The Community Media Division, managed by John Quirk, will be relocated to 933 Michigan Avenue. Community Media will occupy room 125, which is located adjacent to the Community Overflow Room. The location was previously used as a meeting room for non-departmental personnel.

Commissioner Ostrowski moved, seconded by Commissioner Kirschling to accept the Police Chief's Report for July 2020.

Ayes, all; nays, none. Motion carried.

- 14. Consideration of motion to adjourn into closed session pursuant to Wis. Stats. Section 19.85 (1) (g) for the purpose of conferring with legal counsel who is rendering advice concerning strategy to be adopted by the Commission with respect to litigation it is likely to become involved in, including discussion regarding responses to public records requests.**

Commissioner Wescott moved, seconded by Commissioner Ostrowski to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

- 15. Adjournment**

The meeting adjourned at 12:08 p.m.