

MINUTES OF THE CHIPPEWA FALLS POLICE AND FIRE COMMISSION

A regular meeting of the Chippewa Falls Police and Fire Commission was held on Monday, October 12, 2020 in the Fire Department Station 1 Training Room, 1301 Chippewa Crossing Blvd, Chippewa Falls, Wisconsin. Chair Prill called the meeting to order at 5:30p.m.

Commission members present: Cindy Boggess, Greg Dachel, Chris Norseng, Todd Prill
Commission members excused: Mike Houle

Others present: Police Chief Matt Kelm (via video web link), Fire Chief Lee Douglas, FF Greg Bowe, Police Officer Scott Schoenwetter.

As there were no corrections to the agenda, it was approved as distributed.

APPROVAL OF MINUTES

Motion by Boggess/Norseng to approve the minutes of the meeting of July 27, 2020.
All present voting aye. Motion carried.

Recognition of Police Department staff completing probationary period: Officer Scott Schoenwetter was recognized for having successfully completed his 18 month probationary period. He was praised by Chief Kelm for taking on extra responsibilities, his self-initiative, and investigation skills, among other positives. Officer Schoenwetter was presented with a Police Department challenge coin and certificate from the PFC.
There were no recognitions from the Fire Department for staff completing probationary periods.

POLICE DEPARTMENT REPORT:

Chief Kelm (via video link) gave a brief report highlighting some of the following items: Officer Oratch transitioning to solo patrol and doing well. New person in records, Siara Branshaw. Amber Mitchell doing well in parking enforcement. Officer McMahon back from paternity leave. Officer Flug back at Middle School as SRO and Chief Kelm still interested in talking with school system about a second SRO. Officer McLaughlin still in probationary period and doing a great job. The department conducted a 4 hr de-escalation training. Two officers recently injured on duty but are back to work. New radio system is live and gets better range. Chief is working on budget and looking at hybrid vehicles. Chief Kelm and Chief Douglas are still ICS team co-managers (re: pandemic).

FIRE DEPARTMENT REPORT:

Chief Douglas reports zero structure fires since last report. EMS calls are up by 40-50 calls (approx. 350 calls in August). EMS is also doing more transfers, up about 20 calls/day. Fire inspections are somewhat caught up and it is important to do the fire and life safety inspections. FI Patten filling in when needed. Fire Safety Week is coming up and need to get out word about poster contest. Bias training is being discussed. New office administrative assistant is **Megan Clark**.

POLICE DEPARTMENT AND FIRE DEPARTMENT STAFFING UPDATES AND HIRING DISCUSSIONS:

Fire Department is down 2 employees and there will be a need to open the hiring process for new FF/EMT positions. From current CVTC list there are 7 applicants who will be vetted. Two are current paramedics. Need to set up date for interviews with applicants. Chief Douglas would like to advertise for open positions on social media platforms as well, such as Facebook. Lots of competition in the area for the limited availability pool.

Police Department has one vacancy after recent release of one officer. There is one candidate (interviewed in March of 2019) left on the existing eligibility list who said they would be interested. Chief Kelm asked that that person be sent to background check and if all goes well that a conditional offer of employment be extended. OK given as per previous agreement. There is a modified COVID-19 friendly process of posting for new positions. Also asking to pursue the addition of another SRO for the CF school district.

NEW BUSINESS:

Motion by Norseng/Dachel to enter into Closed Session at 6:30 p.m under Wisconsin Statute #19.85 (1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" to:

- A. Discuss release of Police Department probationary employee: to include PFC members, Police Chief Kelm, and Fire Chief Douglas; and may return to Open Session with possible action on items discussed in Closed Session.

Roll call vote: Boggess- Aye, Dachel- Aye, Norseng- Aye, Prill- Aye. Motion carried.

Motion by Dachel/Boggess to return to Open Session at 7:07 pm. All present voting aye, motion carried.

ADJOURNMENT

Motion by Norseng/Dachel to adjourn at 7:15 p.m. **All present voting aye, motion carried.**

Submitted by:

Chris Norseng, Secretary, Chippewa Falls Police and Fire Commission