

City of Port Washington Police and Fire Commission

Minutes of Regular Meeting November 9, 2015

Police and Fire Commission

1. Roll Call. Members present Chair R. Nelson, Vice Chair M. Becker, P. Ruth. Wm. Malchow, and T. Tietyen. Also present Fire Chief M. Mitchell, Police Chief K. Hingiss, and Tim Rasch Regional Sales Manager EMS Medical Billing Associates, LLC (billing agent for Ambulance Department). Chair Nelson calls meeting to order at 7:00 P.M.
2. Public Appearances, Comments, and Correspondence. None noted.
3. Review of Meeting Minutes of October 12, 2015 meeting. Motion by Wm. Malchow with a second by M. Becker to approve minutes. Motion carried on a unanimous voice vote.

Ambulance Department

1. Review of October 2015 Ambulance invoices.
2. Review of October 2015 budget
3. Review of October 2015 ambulance billing revenue. Revenue Year to Date 2015 \$374,340.36 compares to YTD 2014 revenue \$324,828.73.
4. Review of October 2015 ambulance calls.
5. Review of October 2015 Paramedic Intercepts
6. Review, discuss, and take possible action of revising the City of Port Washington Ambulance billing rates to be effective January 2016. Tim Rasch EMS Billing, suggests an increase in rates for ambulance/Paramedic services. EMS Billing has been the billing agent for Port's service since taking over the service October 2014; the suggestion is to raise the department's rates 2.5% across the board. This increase is reflected by The Consumer Price Index Summary for Medical Care Services of 2.4% rounding up to 2.5%. Mr. Rasch explained that other area services have increased their rates which will be effective January 2016. The new rates would be approved for payment by Medical insurance companies and Medicare. These rates would be in line with increased costs of the department's services and supplies. Mr. Rasch suggests raising the rates annually as the CPI moves upward rather than waiting several years and doing a catch up rate increase. Motion by P. Ruth with a second by Wm. Malchow, to request the City Common Council to approve a rate increase of 2.5% across the board for ambulance/Paramedic services to be effective January 1, 2016. Motion carried on a unanimous voice vote.
7. Other business, Chief Mitchell reviewed the 2016 budget.

Fire Department

1. Review October 2015 Fire invoices
2. Review October 2015 Fire budget
3. Review October 2015 Fire calls. Chief Mitchell notes the number of fire calls for CO Investigations. With the change in weather and the use of heating equipment CO detectors can sound alarms due to low battery and accumulation of CO gas; each call is an opportunity to educate homeowners on the use of the detectors.

Police Department

1. Review of October 2015 bills. Discussion of a charge for propane. Chief Hingiss explains that he has locked in a guaranteed price for propane for delivery 2016 with a cost not to exceed but will be lower if the price per gallon drops.
2. Municipal Court statement
3. Press release regarding stolen gun
4. 2016 budget. Initial approval: adding a 20th officer to the department, purchase of two squads with propane equipment, one new computer with docking station for officer use in squad.
5. Motion for closed session: Motion by P. Ruth with a second T. Tietyen, to go into closed session as noted by Wisconsin Statutes for considering employment, promotion, compensation or performance evaluation of a public employee over which the PFC has jurisdiction or exercises responsibility, namely applicants for the position of police officer and authorize increase in sworn level (20) as noted WS 19.85(1)(c). Roll call voted-carried unanimously. Chair Nelson closes session.
6. Reconvene in open session. Motion by T. Tietyen second by Wm. Malchow to reconvene in open session. Roll call vote-carried unanimously. Chair Nelson reconvenes open session.
7. Take action on matters discussed in closed session.
 - a. Motion by T. Tietyen second by P. Ruth to increase the authorized staffing of the Police Department from 19 sworn officers to 20 sworn officers. Motion carried on unanimous voice vote.
 - b. Motion by T. Tietyen second by M. Becker to make a conditional offer for police officer to Anthony J. Vitella based on passing psychological exam, drug screen, medical exam, officer interview, and completing and passing Recruit Officer certification. Hiring date of November 30 with a start date of December 3, 2015. Motion carried on unanimous voice vote.
8. Other business-none
9. Adjournment: Motion T. Tietyen second M. Becker to adjourn meeting. Carried on unanimous voice vote. Chair Nelson adjourns meeting.

Respectfully submitted,

Terry Tietyen, Secretary