



## **POLICE & FIRE COMMISSION MINUTES**

Meeting, Monday, July 9, 2018, 7:00 p.m.

*Port Washington Police Dept. Community Room, 365 N. Wisconsin Street*

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1. Present: Richard Nelson, Terry Tietyen, Patty Ruth, Jennifer Clearwater, Jim Bieber  
Also present: Chief Mark Mitchell, Chief Kevin Hingiss, Dave Didier – Port Washington Saukville Rotary Club, Russ Schreiner – St. John XXIII, Dennis Ansay – VFW Post 7588, Erwin Wuehz – Masonic Lodge, Jim Monday – Fish Day Committee, Mary Monday – Fish Day Committee, Chris King – Fish Day Committee, Toni Brown – Fish Day Committee, Dan Benning – PW City Council, Kris Halbig Ziehm – Ozaukee Press, Don Voigt – PW resident, Steven Zils – Aurora Medical Center Grafton, Kirsten Johnson – Washington Ozaukee Health Department
2. Public Appearances, Comments, and Correspondence
  - Don Voigt, Port Washington resident, expressed his concern about the excessive noise from motorcycles in the downtown area.
  - Mary Monday, Fish Day Committee, and representatives of civic organizations sponsoring fish stands asked questions about management of potential wrist banding at Fish Day. Response to questions take place under Police Department agenda.
3. Review of meeting minutes from June 11, 2018. Terry Tietyen moved to approve the minutes with the addition of Kristyn Halbig Ziehm, Ozaukee Press being in attendance. Motion was seconded by Jennifer Clearwater. Motion passed unanimously.
4. Chairman Rick Nelson asked for permission to take agenda items out of order. All were in agreement.

### **AMBULANCE DEPARTMENT**

1. Dr. Steven Zils, Aurora Medical Center and Medical Director for Port Washington Emergency Medical Services, discussed the frequency of paramedic intercept cancellations, as they relate to the current Emergency Medical Dispatch procedures. The Fire Department has provided 187 paramedic intercepts to neighboring departments from January 2018 thru June 2018. 69 or 37% resulted in cancellations. It is difficult to determine a commonality for cancellations. Dr. Zils will review national data and local county data to determine acceptable triage success rate. Chief Mitchell and Dr. Zils will bring information to the Dispatch Review Committee and then back to the Police and Fire Commission. Dr. Zils provided the Commission and all present with a description of the Emergency Medical Dispatch process that we have been using for the past 2 years. It serves the community well and has saved lives.

### **POLICE DEPARTMENT**

4. Discussion of wrist bands for Fish Day and other festivals.  
Kirsten Johnson, Director/Health Officer of the Washington Ozaukee Public Health Department, answered questions that were presented by Mary Monday during the public appearance section of the meeting. The Health Department and the INVEST Health Coalition will assist Fish Day Committee in the implementation of wrist banding for 2019. A planning meeting for this implementation will take place prior to October 15, 2018.  
Chief Hingiss would like to see a city ordinance for wrist banding at all festivals. The Health Department will present some sample ordinances for review.
5. Discussion of Surveillance Cameras in the downtown area – Chairman Rick Nelson asked if there was any public comment. Russ Schreiner, Sheboygan Police Department, provided information about how surveillance cameras have been used along the lakefront in Sheboygan.  
Chief Hingiss discussed how cameras have assisted in investigations. Commission members see value in cameras and would like further information.

### **AMBULANCE DEPARTMENT**

2. Reviewed the June 2018 Ambulance invoices.
3. Reviewed and discussed the June 2018 Ambulance Calls.
4. Reviewed and discussed the June 2018 Paramedic Intercepts.
5. No other business as permitted by law was discussed.

## **FIRE DEPARTMENT**

1. Reviewed and discussed the June 2018 Fire invoices.
2. Reviewed and discussed the June 2018 Fire calls.
3. Fire Chief's Report
  - a. Annual pump testing completed on July 5, 2018. Pumps on 3 apparatus passed all tests. The 1992 and 1999 models were not tested because of recent pump maintenance issues. Each will be tested after repairs are made. E464 will be tested in a few months and E462 will be tested in 2019.
  - b. Annual hose testing is required by NFPA. All department hose will be tested on July 16 -17 by Waterway, Inc.
  - c. Fire Department Open House and Association's Pancake Breakfast will be held on October 14 from 9:00AM – 1:00PM.
6. No other business as permitted by law was discussed.

## **POLICE DEPARTMENT**

1. Reviewed and discussed bills payable for June. Commission members appreciate the new format adding the details explaining expenditures.
2. Municipal Court statement – This statement was not available.
3. Calls for Service report was reviewed and discussed.
6. The 2018 bike rodeo was a big success. There were 250 participants. See the PD Facebook page to view pictures.
7. Chief Hingiss is requesting letter of intent from officers interested in attending Department of Criminal Investigation's Death Investigation School. This class is offered once a year.
8. Terry Tietyen made a motion to go into closed session, "considering employment, promotion, compensation or performance evaluation of a public employee," per WS 19.85 (1) (c), to discuss letter from PW Police Officers Association membership. Motion was seconded by Jennifer Clearwater. Roll call vote was taken: Patty Ruth: yes, Terry Tietyen: yes, Jim Bieber – yes, Jennifer Clearwater – yes, Rick Nelson – yes. Motion passes.
9. Motion to reconvene into open session was made by Terry Tietyen and seconded by Jen Clearwater. Roll call vote: Patty Ruth: yes, Terry Tietyen: yes, Jim Bieber – yes, Jennifer Clearwater – yes, Rick Nelson – yes. Motion passes.
10. No action was taken from closed session.
11. No other business as permitted by law was discussed.

## **POLICE & FIRE COMMISSION**

1. Discuss the possibility of raising PFC Secretary's salary. Currently the secretary receives \$25.00/month. Motion made by Terry Tietyen to recommend to the Personnel Committee to increase the salary to \$50.00/month. Motion seconded by Jim Bieber. Motion passed.
2. Motion to adjourn was made by Patty Ruth and Seconded by Terry Tietyen. Motion passed and the meeting was adjourned at 9:35 PM.

Respectfully submitted by,

Patty Ruth, Secretary