



## **POLICE & FIRE COMMISSION MINUTES**

Meeting, Monday, October 8, 2018, 7:00 p.m.

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

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1. Roll call  
Present: Richard Nelson, Terry Tietyen, Patty Ruth, Jennifer Clearwater, Jim Bieber  
Also present: Chief Mark Mitchell, Chief Kevin Hingiss and Alderman Dan Benning
2. Public Appearances, Comments, and Correspondence  
Alderman Dan Benning wanted the Commission to consider how future increase of 500 – 600 housing units will impact city services and response times for these services. Of particular concern to Alderman Benning is the west and south side of the city. Commission stated that these issues have been brought to the attention of the City Council via reports from Chief Mitchell and Chief Hingiss.
3. Reviewed Meeting Minutes from September 10, 2018.  
Motion to approve minutes was made by Terry Tietyen and seconded by Jennifer Clearwater.  
Motion passed.

### **AMBULANCE DEPARTMENT**

1. Commission members viewed the new Paramedic Ambulance 451. EMT Jessica Henckel demonstrated how the power load and power cot work. It will serve patients well and protect the EMS staff from injuries.
2. Reviewed and discussed September 2018 Ambulance invoices.
3. Reviewed and discussed Ambulance budget through September 30, 2018.
4. Reviewed the Ambulance calls for September 2018.
5. Reviewed the Paramedic Intercepts for of September 2018. One third of the calls were canceled. Commission members asked for review of past minutes related to cancellations of intercepts. At the July 9, 2018, Commission meeting, 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. Dr. Zils stated at that time, that he would review national data and local county data to determine acceptable triage success rate. The intent was to bring that information to the Dispatch Review Committee and then back to the Police and Fire Commission. Commission asks that this be brought forward to a future meeting.
6. Other business as permitted by law: Chief Mitchell reported that the capital budget for 2019 includes a power lift cot for one ambulance. The regular budget for 2019 includes full time wages and benefits for 3 firefighters / EMS positions. Commission stated their support for these items.

### **FIRE DEPARTMENT**

1. Reviewed and discussed the September 2018 Fire invoices.
2. Reviewed and discussed the Fire Department budget through September 30, 2018.
3. Reviewed and discussed the Fire calls for September 2018.
4. Fire Chief's Report
  - A. Fire Prevention Week – October 7-13 – Fire Department went to the Early Childhood, First and Second grade classrooms this week.
  - B. Department Open House – October 14 – 9:00 am -1:00 PM and this includes the pancake breakfast.
5. No other business was discussed.

## **POLICE DEPARTMENT**

1. Reviewed bills payable for the month of September
2. Reviewed the Municipal Court statement for August
3. Reviewed and discussed the Calls for Service Report for September
4. Information regarding flood damage to building – The 9 inches of rain that came down impacted the Police Department building roof and ceilings. Repairs being made.
5. 2019 Budget – Chief Hingiss reported that the Capital Budget for 2019 includes 3 new squad cars. Only 2 of these cars will be part of the budget. The squad damaged in the flood will be replaced and is covered by insurance. The Chief described several other items that will be placed in the 2019 budget.
6. Open House October 14, 9:00 AM – 1:00 PM. One of the new displays is the “Hidden In Plain Sight Bedroom”. It is a model of a teen bedroom with 40+ signs of alcohol or drug use. It helps parents to learn about everyday items in a teen's bedroom that can be indicators of alcohol or drug use.
7. No other business was discussed.
8. Motion to adjourn was made by Terry Tietzen and seconded by Jennifer Clearwater. Motion passed. The meeting was adjourned at 9:10 PM.

Respectfully submitted by,

Patty Ruth, Secretary