



POLICE & FIRE COMMISSION

Meeting Minutes

Monday, December 14, 2020, 6:00 p.m.

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

1. Roll call. Present Richard Nelson, Terry Tietyen, Jennifer Clearwater, James Bieber, Edward Johnson. Also Present Fire Chief Mark Mitchell, Police Chief Kevin Hingiss, Mayor Martin Becker, Alderperson Dan Benning, City Administrator Anthony Brown. Also present Kris Halbig-Ziehm-Ozaukee Press.
2. Public Appearances, Comments, and Correspondence. None
3. Review of Previous Meeting Minutes. Motion by T. Tietyen second by J. Clearwater to approve the meeting minutes from two Special Meetings November 30 and December 1, 2020. Motion passed.

POLICE DEPARTMENT

1. Axon body worn cameras. Administrator A. Brown explains that the 2021 budget includes funds for 10 cameras and donations would fund 3 1/2 additional units. The city will authorize the purchase of 14 cameras. The cost will be \$72,701.92 which will be amortized over five years.

Ambulance Department items #5, #6 & #7 moved up for discussion and action.

#5 Discussion and possible action to create PWFD S.O.G. 2.016-Job Description-EMT-Paramedic (career). Discussion of the job description for an EMT-P (Paramedic) (Career). Motion by J. Bieber second by E. Johnson to adopt PWFD S.O.G. 2.016 Job Description, as presented by Chief Mitchell. Motion carried

#6 Discussion and possible action to change the hiring of the vacant full-time Firefighter/EMT-Paramedic position to a full-time EMT-Paramedic position and possible action for the revised hiring requirements, salary, and benefits for the newly created full-time EMT-Paramedic position. Discussion: The on-going need for a Paramedic, to maintain adequate ambulance staffing, was the reason to create the full-time (career) Paramedic position. This new position would replace the already budgeted full-time Firefighter/Paramedic position. This will be a EMT-P position. Administrator Brown stated that he will have funding available for a second EMT-P for 2 years starting 2021. The 2021 city budget includes funding for a staffing study of the PWFD including the Ambulance Dept. and the city is waiting for the results of the Ozaukee county wide Fire and Ambulance staffing study. The results of these studies and levy limits will determine the staffing after the 2022 budget year. Discussion: Motion J. Bieber second E. Johnson, Regarding "Career/Full-time EMT-P (paramedic) City of Port Washington Fire Department job posting, under qualifications no.5. replace word experience with equivalent and word recommended with preferred. Under section Hiring Process-Candidates will be required to: Eliminate No. 6. relating to residency. Motion carried. Under document **Port Washington Fire Department Career EMT-P(Paramedic) Application Process.** Discussion. Motion by E. Johnson second J. Clearwater in #9. to insert selected between to and candidate and eliminate "with highest score", following candidate. Motion carried.

#7 PWFD PAID-ON-PREMIS REIMBURSEMENT RECOMMENDATIONS. Item reviewed no action necessary.

Return to Police Department agenda:

2. Review Bills November 2020
3. Review budget -November 2020 November not available reviewed budget through October 2020

4. Review Municipal Court statement October 2020
5. Review calls for service November 2020.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Next PFC meeting set for 6 P.M. January 11, 2021

AMBULANCE DEPARTMENT

1. Review and discussion - November 2020 Ambulance Invoices
2. Review and discussion - 2020 Ambulance Budget through 11-30-2020
3. Review and discussion - November 2020 Ambulance calls, both Transports and Non-Transports
4. Review and discussion - November 2020 Paramedic Intercepts
5. Item moved to Police agenda
6. Item moved to Police agenda #5/#6/#7 see above
7. Item moved to police agenda
8. Discussion and possible action to rehire Paul Taleck as a part-time FF/EMT-Paramedic. Motion by J. Clearwater second by T. Tietyen to re-hire Paul Taleck. Motion carried
9. Discussion and possible action to hire Melanie Clausing-Miles as a part-time EMT-Basic, pending pre-employment physical exams and Police Department background check. Motion by J. Clearwater second by T. Tietyen to hire Melanie Clausing-Miles as indicated. Motion carried.
10. No other business.

FIRE DEPARTMENT

1. Review and discussion - November 2020 Fire Invoices
2. Review and discussion - 2020 Fire Budget through 11/30/2020
3. Review and discussion - November 2020 Fire calls.
 - a. On November 29, 2020 a fire call on Garay Ln. appeared to be of suspicious origin, Police Fire investigator was able to collect enough evidence to determine the cause as Arson and identify the person responsible.
4. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. There were none.

Adjournment; Motion by J. Clearwater second J. Bieber to adjourn. Motion passed.

Respectfully submitted,

Terry Tietyen, Secretary

PFC Commissioners: Chair Richard Nelson, Terry Tietyen, Jennifer Clearwater, James Bieber, Edward Johnson