



**A G E N D A**  
**CITY OF WAUPUN POLICE AND FIRE COMMISSION MEETING**  
Safety Building – 16 E. Main Street, Waupun WI  
Monday, November 04, 2019 at 4:30 PM

**CALL TO ORDER**

**ROLL CALL**

**MINUTES FROM PREVIOUS MEETING**

Approval of the minutes from the September 11, 2019, Police and Fire Commission Meeting

**GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT AND WAUPUN FIRE DEPARTMENT**

**CLOSED SESSION**

The Waupun Police and Fire Commission will adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes to interview for one open Lieutenant Detective position:

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**OPEN SESSION**

The Waupun Police and Fire Commission will reconvene in open session under Section 19.85(2) of the WI Statutes.

**ACTION FROM CLOSED SESSION**

**FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

**ADJOURNMENT**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



**MINUTES**  
**CITY OF WAUPUN POLICE & FIRE COMMISSION**  
**Waupun Safety Building – 16 E. Main Street, Waupun WI**  
**Wednesday, September 11, 2019 at 4:30pm**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*

Meeting convened at 4:30 p.m. by PFC President in the Waupun Safety Building.

**ROLL CALL**

Members present: John Bett, John Forsythe, Tara Rhodes, Michael Thurmer; Nancy Vanderkin (City Council Liaison).

Members absent (excused): Carole Cronin,

Also present: WFD Chief B.J. DeMaa; WPD Chief Scott Loudon.

**MINUTES FROM PREVIOUS MEETING**

Minutes from the June 19, 2019 and July 25, 2019 meetings were presented for approval. Motion to approve by J. Bett (J. Forsyth second, all in favor); minutes approved as presented.

**GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT AND WAUPUN FIRE DEPARTMENT.**

WFD Chief DeMaa provided the following updates as they relate to the Fire Department:

- Staffing update: 2 individuals completed 1yr probation. Currently exploring options that would assist firefighters that have children and allow them to respond to more calls. This same program would also aim to provide support at extended events. Three new firefighters started August 28 and a cadet candidate has completed firefighter training and recently started paramedic program.
- Consolidation: discussions continue between city/township with goal to realize financial savings (equipment, sharing of services). Starting draft of financial language and governing structure; still in early stages.
- EMS: WFD participated in recent Dodge county discussions related to long-term EMS service staffing. Discussion about current LifeStar coverage and their ability to respond to 911 calls, inter-facility transfers and DOC populations with current resources. City is actively communicating with LifeStar to ensure adequate coverage for the needs of Waupun and surrounding area.
- Fire Prevention Week Oct 6-11: Currently working with school on visit schedules. October 7<sup>th</sup> is the Community Services Open House 5-8pm at the Waupun Safety Building.
- Emergency Preparedness Drill: completed with other facilities on August 1<sup>st</sup>. The successful drill simulated a chlorine spill at pump at the Waupun Aquatic Center's pool and resulted in recognition of a couple of opportunities for improvement.

WPD Chef Loudon provided the following updates as they relate to the Police Department:

- Retirement: Chief Loudon requested motions related to Officer Brian O'Donovan's 1/3/2020 retirement. Officer O'Donovan will be missed and has done a great job for the City of Waupun; especially recognized his key role as investigator in significant events. Motion to accept retirement of Officer Brian O'Donovan by J. Forsythe (J. Bett second, all in favor). Motion to put forth to Waupun City Council 9/24 to fill vacancy by J. Forsythe (J. Bett second, all in favor). Upon approval, the vacancy would be posted internally and externally with the goal of the start date occurring prior to Officer Brian O'Donovan leaving in an effort to shadow/train new hire for role. Qualified applicants will be reviewed, then interviewed by

PD, then selection narrowed to top candidates who would be presented to the Commission for final interview.

- **Death Investigation:** On August 14th, the WPD, along with Fire, EMS and County officers, responded to a call on Brandon Street; subject was uncooperative, violent and threatening. Officer initially responding to the call handled the situation very well. Subject was brought to hospital for medical clearance (following of department policy due to use of Tazer) and investigation began (residence secured, search warrants, assistance from District Attorney, etc.). Ongoing police presence was required and comes out of the WPD budget; but noted the County did help to cover twelve hours to provide needed respite for WPD officers. The State Crime Lab was present at the scene and provided guidance on processing of evidence. Subject is currently being held on prior drug charges, with pending charges forthcoming once evidence is processed. Chief Louden noted a debrief occurred following the response and mental health support was provided/offered to those involved.
- **Possible Arson:** On August 17th, the WPD and WFD responded to a fire call at a mobile home on South Madison Street; subject was uncooperative and subsequently Tazed. Officer Brian O'Donovan is currently working on this case.
- **Call Volume:** Chief Louden reporting the summer months have been busy with increased volumes. In addition to the two already-mentioned high-profile cases, Chief Louden noted response to a Beaver Dam burglary call (the Waupun K9 was used to 'flush' out a hiding suspect which resulted in arrest) and car pursuit through Beaver Dam/Waupun/Fond du Lac in which the vehicle-theft suspects were apprehended.

#### **CLOSED SESSION**

The meeting was held in Closed Session under Section 19.85(1)(c) of the Wisconsin Statutes to update the Commission on two officer incidents which occurred while off-duty.

(Motion to go into Closed Session was made by J. Forsythe, second by J. Bett; all in favor).

#### **OPEN SESSION**

Open Session was reconvened under Section 19.85(2) of the Wisconsin Statutes at 5:05pm after motion from J. Bett (second by J. Forsythe, all in favor).

#### **ACTION FROM CLOSED SESSION**

No action from closed session.

#### **ADJOURNMENT**

Adjournment at 5:15pm (J Bett/J. Forsythe, all in favor).

#### **FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION**

Next Commission meeting to-be-determined based on anticipated interview schedule.

If necessary, please send any agenda requests to Chiefs BJ DeMaa or S. Louden so appropriate preparation(s) can be made.

Respectfully submitted,  
Tara Rhodes, Secretary

*Cc: Commission members; WFD Chief; WPD Chief, Deputy Chief & Admin./Records; City of Waupun Mayor, Administrator / Director of Economic Development & City Clerk.*