



A G E N D A
CITY OF WAUPUN SPECIAL
POLICE AND FIRE COMMISSION MEETING
Waupun Safety Building
16 E. Main Street, Waupun
Wednesday, May 12, 2021 at 3:15 PM

CALL TO ORDER

ROLL CALL

MINUTES FROM PREVIOUS MEETING

1. Approval of minutes from the March 16, 2021 Police and Fire Commission Meeting

No Public Participation after this point.

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 conduct interviews with qualified applicants for employment for Emergency Medical Responders.

(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
Tuesday, March 16, 2021 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.

CALL TO ORDER

Meeting convened at 4:35 p.m. by PFC President in the Waupun Safety Building.

ROLL CALL

Members present: John Bett, Zak Dickhut, Tara Rhodes, Michael Thurmer, Nancy Vanderkin (City Council Liaison)
Also present: WFD Chief BJ DeMaa, WPD Chief Scott Loudon, Mayor Julie Nickel

Member(s) absent (excused): Carole Cronin

MINUTES FROM PREVIOUS MEETINGS

Minutes from the February 3, 2021 meeting were presented for approval. Motion to approve by J. Bett (Z. Dickhut second; all in favor). Minutes approved as presented.

ACTION - EMERGENCY MEDICAL RESPONDER PROGRAM

Chief DeMaa provided information related to the Emergency Medical Responder (EMR) Program which will go before the Common Council soon for final approval. This EMR Program will help to address the undesirable/possible delay in response time between when a 911-call is placed and the arrival of an ambulance.

Increasing call volume has created situations where ambulance capacity is exceeded for what LifeStar offers the City of Waupun - their geographical scope of service expands well-beyond the City of Waupun/surrounding townships. If/when an emergency occurs in Waupun which requires ambulance dispatch, LifeStar is the contracted ambulance responder, and this will not change. The EMR Program is intended to supplement our current service and help if/when all LifeStar ambulances are already dispatched to emergency/emergencies which results in an ambulance coming from Beaver Dam, Fond du Lac or Fox Lake. This scenario creates undesirable wait times and possible medical consequences for the person who is experiencing an emergency. This scenario also pulls an emergency resource from the cities of Beaver Dam, Fond du Lac or Fox Lake.

Chief DeMaa provided an overview of the EMR role and job description, which was emailed to Commissioners prior to the meeting for preview. EMRs will fill a first-level role and respond to a majority of 911-calls immediately (in addition to WFD and/or WPD response) to respond to the emergency with basic care until an ambulance arrives. If an ambulance is already on scene, EMRs will support the work of EMTs/Paramedics. The EMR position/program will be completely new to Waupun. The EMR requires seventy-plus hours of education for certification initially and then 18 hours of ongoing continuing education every 3 years. The next level responders would be, in order, EMT-Basic, EMT-Advanced, Paramedic.

Chief DeMaa led a discussion and answered questions around various topics related to EMR, such as vehicle/insurance needs, staffing/pay models/options, equipment needs, workflows, anticipated volumes and other general needs. Final decisions on structure will be included in an EMR Operational Plan. This plan will supplement the current structure for emergency responses by adding in this one level, in a cost-effective manner, that can efficiently and effectively utilize people/equipment resources which are available.

The Waupun Common Council has already approved a budget for this training need and a class is anticipated this summer. Chief DeMaa noted there is positive interest/response from the WFD and various community members to attend this class, based on what is currently known.

Motion to approve the Emergency Medical Responder Program Job Description by J. Bett (Z. Dickhut second; all in favor).

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

Chief DeMaa provided the following WFD updates:

- Staff: WFD Intern is on his 2nd week and has been involved in a variety of items; schools will be promoting this program (goal is to have a student every semester from both schools in Waupun). Approximately 50% of the WFD have received their Covid vaccination.
- Calls: Inspections were difficult last year due to staffing resources however changes in staffing in 2021 are favorable and anticipate being on-track with inspection needs.
- Community: Severe Weather/Tornado Awareness week is April 12-16 and will include mock drills and notification to businesses.

Chief Loudon provided the following WPD updates:

- Staff: Unable to find qualified candidates for the four open shifts; recognize officers/lieutenants who are picking up shifts. Officer Dumke is currently in field training which will conclude in April. Officer Kearns is currently in academy and expected to start field training in June, which will conclude in September. Lieutenant Pfalzgraf's son who was involved in an out-of-state FBI incident is recovering well and back to full duty; grateful for his service and dedication.
- Calls/Cases: Call volumes have been busy; noted there have been search warrants and crimes against children; two burglary cases (Homan vehicles, storage unit). Also experiencing cases with mental health, drug and alcohol elements. Cold cases area also reviewed annually (Strege 2002 case) due to new staff for review and technologies available.
- Community: Citizen's Police Academy completed and was a success, approach was virtual due to Covid; coordinated with WFD.
- In the News: Qualified Immunity (protects officers from being held personally liable for constitutional violations) is a new topic currently. Chief Loudon shared this protection is important to the force; and there are cases brought against WPD, these cases have been frivolous. Commissioner J. Bett shared a news article related to City of Horicon hiring dispute for police chief (informational).

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

Next Commission meeting to-be-determined.

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

ADJOURNMENT

Motion to adjourn meeting at 5:31pm made by J Bett (second by Z. Dickhut; all in favor).

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.