



A G E N D A
CITY OF WAUPUN SPECIAL POLICE AND FIRE
COMMISSION MEETING
Waupun Safety Building-16 E. Main Street,
Waupun
Wednesday, February 15, 2023 at 4:30 PM

CALL TO ORDER

ROLL CALL

MINUTES FROM PREVIOUS MEETING

1. Approval of minutes from the December 28, 2022 Police and Fire Commission Meeting

No public participation after this point.

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 the open Patrol Officer position.

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

2. PFC interview questions for patrol officer applicants
3. Applications and resumes for patrol officer applicants.

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 (PFC)
Waupun Safety Building – 16 E. Main Street, Waupun WI
Wednesday, December 28, 2022 at 4:30pm

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CALL TO ORDER

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

ROLL CALL

Present: John Bett, Bambi Buchholz, Teresa Heidemann, Mike Thurmer, Waupun Fire Department (WFD) Chief BJ DeMaa, Waupun Police Department (WPD) Chief Scott Louden

Member(s) absent (excused): Tara Rhodes

Guests: Assistant Fire Chief Mike Beer

A moment of silence was held in honor of Nancy Vanderkin, City Council Liaison, for her dedication to the Police & Fire Commission.

MINUTES FROM PREVIOUS MEETINGS

Minutes from the October 26, 2022 meeting were presented for approval. Motion to approve by T. Heidemann (B. Buchholz 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 Update, provided by Chief Louden:

- Yearly report will be sent to Commissioners next month.
- Staffing: 3 positions short; two in field training (one to start January; other in April). Officer Jason Hraban's position has been posted, one application thus far.
- Awards Banquet held on December 10, 2022, honoring years-of-service milestones; congratulations to the following: Officers Hague/Cedarquist - Life Saving (overdose); Officer Kreitzman and Lt. Pfalzgraf - Life Saving Award (autistic 2 year old child in water); Officers Kreitzman/Halverson and Lt Pfalzgraf - Life Saving Award (suicidal person); Dawn Greenfield – Accommodation (records management system); Instructor pins for Officer Cedarquist (CPR) and Officer Dumke (Active Shooter Incident Management); Veteran pin for Officer Gile; Field Training Officer Pin for Officer Dumke; K9 Pin for Officer Halverson.
- Events: Halloween, Breakfast with Santa, Shop with a Cop FDL and Dodge Counties.
- Continue to provide information and updates through our Facebook social media page.
- Calls: continue to be busy; higher volume of sexual assault and mental health calls.

WFD Update, provided by Chief DeMaa:

- Staffing: Awards Banquet held on December 10, 2022, honoring years-of-service milestones; congratulations to the following: Dave Duer (25yrs); Eric TerBeest (20); Emily Truttmann and Michelle Fenz (5). Roland Yohn retired on October 17, 2022, after 37 years of service. Annie DeVries will be stepping down from her position as an EMR at the end-of-December. Mike Tuler has moved out of the area and no longer meets our residency criteria. Chief DeMaa will be meeting with him in early January to see if the issue has been resolved. Staffing is down a total of three firefighters (four if M. Tuler leaves) and five EMR positions (includes A. DeVries).
- Chief DeMaa continues to work with the City of Waupun, C. Langenfeld and K. Schlieve, on the hiring process: trying to standardize the process across all city departments. Once complete, the hiring

process will begin for fire personnel and EMRs. Our EMR offering is likely to be a closed course this summer, pending the number of total applicants.

- Funding for a department study was budgeted to determine current/future needs; met with Fox Crossing Fire Department to understand their model of staffing.
- Call volume for November discussed.
- Chief DeMaa serves as the WI State Fire Chief's Association Combination Services Trustee: testified twice for Worker's Compensation coverage for Paid-On-Call and volunteer firefighters. As State law exists today, only 2 firefighters (Chief DeMaa and Assistant Chief Beer) would qualify for workers compensation coverage for PTSD despite all 30 members responding to and working the same calls.
- Completed 1 high school job shadow in December; another in January. Chief DeMaa intends to have intentional discussion with the schools after January.
- Met with the National Guard to discuss training opportunities.
- Grant management: work continues on purchasing items against the \$204,000 healthcare infrastructure grant and the \$260,000 flex grant.
- Events: Food drive was successful with the collection of approximately 4,000lbs of food and \$1700 collected; over 50 pizza deliveries completed; Breakfast with Santa collected approximately 250lbs of food and \$800.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

Next Commission meeting is to-be-scheduled (the Commission meets quarterly, at minimum).

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

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ADJOURNMENT

Motion to adjourn meeting at 5:14pm made by J. Bett (second by T. Heidemann, all in favor).

Respectfully submitted,

J. Bett