



**Waupun Police and Fire Commission  
Minutes of Meeting  
Thursday, November 8, 2018 at 4:30pm**

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

Members present: John Bett, Carole Cronin, John Forsythe, Tara Rhodes, Michael Thurmer, Jason Westphal (City Council Liaison) and Mayor Julie Nickel.

Members absent (excused): none

Also present: WFD Chief B.J. DeMaa, WPD Chief Scott Loudon; WPD Deputy Chief Jeremy Rasch.

Minutes from the July 25th meeting were presented for approval. Motion to approve by J. Bett (C. Cronin second, all in favor); minutes approved as presented.

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

- Marking information related to fundraising \$15,000 to get 9/11 Never Forget Mobile exhibit here during Celebrate Waupun. This is enough you can strike the rest.
- Received \$2100 Global Grant for new school/business fire prevention equipment (replaces 9-10 year old equipment).
- Construction and occupancy inspections for schools, Waupun Christian Home & Rehabilitation Center (CHR) and new Tractor Supply building.
- Storm response/recovery still in progress as final submission of paperwork is due soon. Dodge County did not qualify for federal FEMA funding so needed funds will come from Wisconsin Disaster Funding. FDL County did qualify for federal FEMA funding which benefits municipality (not individuals) because of how FEMA criteria is structured.
- Fire prevention week in October with school and day care center visits; presented to over 1000 children and 200 adults. Also attended Career Fair at high school.
- Four inspectors attended the Fire Inspector's Conference which included education focusing on code changes and ideas to support community.
- Recent fundraisers were successful with the Food Drive gathering 700+ lbs of food and the pizza delivery resulting in handing out over 70 batteries and replacing seventeen 15-year-old+ smoke alarms.
- Consolidation Committee began, membership also includes Kathy Schlieve and one representative from each of the three townships. Currently researching what funding models other similar cities have used and the implications to the city and each township.
- Two fire fighters submitted their resignations; looking to start interviews in January.

Mayor Julie and the Commission would like to congratulate WFD Chief DeMaa for receiving the Educator of the Year award from the Fire Inspectors Association.

WPD Chef Louden and Deputy Chief Rasch provided the following updates as they relate to the Police Department:

- Recognition of increase in call volumes by 25% for Policy, fire and Lifestar. Waupun volumes are just below the city of Fond du Lac, which is considerably larger.
- Staffing is down one officer. Officer A. Morgan is doing well and field training is next.
- Recently obtained a Narcan (used for an opioid overdose) Grant from DOJ after submitting data. Grant provides 10 doses of Narcan for officers to carry on them (prior only Lifestar had); each dose costs approximately \$66. It is important for the officers to have it on them in case they need for an overdosed person or in the event they need it due to secondary exposure.
- Received an 80/20 \$10,000 grant related to regional training/teams for crowd control. This was very timely as WPD had been recently considering this need due to prison population in Waupun. The grant will provide Train-the-Trainer education, thirteen sets of crowd control uniforms (body guards, helmets, shields). WPD trained officers would be on a regional call list and asked (not required) to respond where crowd control is needed. Training is expected to be coordinated with Corrections Officers. A policy will be developed related to crowd control.
- A future grant related to gas masks is a possibility. Awarding of this grant would help to avoid budgetary costs.
- Firearms qualification at WCI Training.
- Municipal Court is still pending; hold up has been related to timing of getting on Beaver Dam and Rubicon Council meeting agendas. Goal is for a 1/1/2019 effective date.
- Very busy Halloween event with approximately 1500 visitors; this is a great opportunity for fire fighters and police officers to interact with community.
- Mark your calendars/Share with others: Situational Awareness Training is scheduled for 11/14 from 7-9pm at the Waupun High School. Open to the public, anyone connected with day cares, churches or businesses are highly encouraged to attend. This session will share what to do when there is an active threat. Promotion is underway; Officer Hraban and EMS Amy Nehls will be presenters. Registration is not required but appreciated by calling the Police Station at 920-324-7903
- K9 officer continues to do well; many deployments in Waupun and to other area agencies. The WPD receives many compliments on the K9, respected in the police community. The K9 program is funded through donations and fundraisers.
- Overdose deaths (2) this year are down as compared to last year. WPD takes a proactive approach to known drug-related offenders.
- The complaint process was clarified at a high-level as follows: if a complaint is submitted against an officer, it would be submitted to the Police Administration and an investigation by the Chief would follow if appropriate. If the complaint is against the Chief, the complaint would be made to the Mayor and an investigation would follow, as appropriate.
- Officer Amy attended four-day Green Dot training which focuses on domestic violence; Kathy Schlieve and Terry Respalje also attended.
- Budget submission included the request for a new part-time Administrative Support person due to an increase in administrative-type work. Part-time position will allow for flexibility in covering hours. Dawn & Carla are an asset to the department. New position request will be voted on 11/13.
- The WI Department of Transportation will be conducting a speed study once the Waupun Christian Home & Rehabilitation Center opens in its new location (mid-January). Expecting a reduction in posted speed limit to extend to Ballweg's based on additional traffic for the home as well as the school.

A motion to move to closed session at 5:04 was made by J. Bett (second by C. Cronin, all in favor).

The meeting was held in closed session under Section 19.85(1)(c) of the Wisconsin Statutes to conduct interviews with qualified applicants and consideration for an offer of employment for two paid-on-call Fire Fighter vacancies.

(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 was reconvened under Section 19.85(2) of the Wisconsin Statutes at 5:12pm after motion from J. Bett (second by C. Cronin, all in favor).

Action from Closed session: None.

Adjournment at 5:14pm (J. Forsythe/J. Bett; all in favor).

Next quarterly meeting schedule for:

January 17<sup>th</sup>, 2019, 4:30pm. If necessary, please send any agenda requests to Chief Loudon 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.*