



A G E N D A
CITY OF WAUPUN SPECIAL POLICE AND FIRE
COMMISSION MEETING
Waupun Safety Building-16 E. Main Street,
Waupun
Wednesday, October 26, 2022 at 4:30 PM

CALL TO ORDER

ROLL CALL

MINUTES FROM PREVIOUS MEETING

1. Approval of minutes from the September 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 a Patrol Officer.

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

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CALL TO ORDER

Meeting convened at 4:36pm by PFC President in the Waupun Safety Building.

ROLL CALL

Present: Bambi Buchholz, Teresa Heidemann, Tara Rhodes, Mike Thurmer, Nancy Vanderkin (City Council Liaison), Waupun Fire Department (WFD) Chief BJ DeMaa, Waupun Police Department (WPD) Chief Scott Loudon

Guests:

Member(s) absent (excused): John Bett

MINUTES FROM PREVIOUS MEETINGS

Minutes from the September 21 , 2022 meeting were presented for approval. Motion to approve by T. Heidemann (B. Buchholz second; all in favor). Minutes approved as presented.

Minutes from the September 23 , 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

The Commissioners discussed the League of WI Municipalities for Police and Fire Commission training on November 4th from 9:00 am-3:15 pm. This will be offered virtually and is a great learning opportunity. Commissioners planning to attend will be coordination through Angie Hull, Waupun City Clerk/Treasurer. The City of Waupun pays the fees associated with this training and a per diem to those attending.

WPD Update:

- **Staffing:** September has been difficult staffing. A recent resignation has resulted in beginning a hiring process; currently ten applicants with varying levels of qualifications (Commissioners meeting will be held in October for interviews). Officer Warner graduates 10/7 from the academy then will begin field officer training; he is expected to be patrolling in February/March 2023. Discussion related to light-duty assignment with the PFC recommending the City of Waupun develop a policy for light duty; Chief Loudon shared he has discussed with the City and provided resources to support. Officer Halverson completes K9 training with graduation mid-October at which time will return to patrol. Union contract negotiation was completed resulting in a 3% increase over four year period and a increase for officers reaching 7 and 10 years of service; Chief Louden noted this puts WPD at a competitive market wage with surrounding agencies for tenured officers). Chief Louden held a cookout for officers and their families and it was well attended.
- **Drug Unit:** WPD belongs to both Fond du Lac (FDL) and Dodge county units. FDL Unit was awarded “Drug Unit of the Year” by the Wisconsin Narcotics Officers Association (WNOA). Chief Louden noted a recent significant drug-related arrest in Waupun.
- **Calls:** Responding to calls that required mental health resources continues to be an issue; a pilot underway in Fond du Lac offers a resource which was helpful in a recent call which resulted in less time for WPD response (mental health provider responded to scene, completed assessment, put safety plan in place). Seeing increase in pursuits in both counties; typically these situations are related to drug/alcohol use.

- Training: Officers participating in active shooter management; Officer Dumke is now an instructor. The WPD has received a \$2500 grant to be used for training supplies.
- Community: Recently completed safety checks at Waupun Junior/High School and Waupun Christian High; this includes rounding to identify possible issues. lockdown drills completed at Rock River Intermediate School, Waupun Junior/High School and Meadowview Primary. Dunkin' Donuts "Cops on the Roof" event was successful, the event supports Special Olympics. Citizen's Police Academy is underway; this is a 6-week program which focuses on general operational topics for Waupun Police and Fire departments.

In a response to the Commission asking about responsibility of Code Compliance, Chief Louden shared responsibility for this work is shifting from the WFD back to WPD, noting that historically it was with WPD and does align well with WPD as it relates to the role's requirements. This is a position funded by the City budget.

Chief Louden also shared that a squad vehicle was in an accident; while completing speed checks, the officer pulled out and hit another vehicle (both drivers had no injuries). The incident was objectively investigated by State Patrol (failure to yield ticket was issued to the officer) and the squad vehicle was sent for repairs.

WFD Update:

- Staffing: Department is short two paid-on-call firefighters and three EMR short. Moraine Park Technical College (MPTC) adjusted their program to be a fast-track program which is difficult for volunteer/on-call based departments like Waupun as the class cadence is much more frequent; Chief DeMaa has communicated concerns to MPTC as this has negatively impacted ability to recruit. Reminder that WFD has 2 full-time and all others are volunteers.
- Initiatives: Chief DeMaa noted gaps/opportunities in the hiring process and is working with legal resources (Von Briessen) to clearly define related processes and ensure alignment (i.e. at-will designation relative to hiring process). Chief DeMaa did confirm there is a probationary period for new hires. The policy & procedure project continues and is a priority for the department; this project involves utilizing a platform called Lexipol. WFD continues to partner with MPTC and Waupun High School to offer students an opportunity with Fire Department in an effort to try to encourage this career path. Related, the State of WI has designated \$200,000 to help technical college students gain certification in EMS and fire services (WFD has indicated support in partnering with MPTC with program development).
- Community: WFD also participated in the aforementioned Citizen's Police Academy. Within the next weeks, fire extinguisher training is planned for Tenneco and participation at the Senior Expo. The Expo often identifies community members who need help with new smoke alarms, battery replacement and those who may benefit from the residential lockbox program (just installed the 50th lockbox). Fire Prevention Week will connect the WFD with approximately 1200 children in our schools.
- EMS Flex Grant: A recent presentation was provided to the Waupun City Council on use of awarded approximately \$270,000 grant. Due to continued rise in call volume, we are seeing more instances where the City's contracted EMS provider has not been meeting key expectations (examples shared) such as response time exceeding 7min goal; and dependence on mutual aide from other services is very concerning. The EMR program helps to bridge this gap and was the initial phase of a 3-phase larger plan. The second phase focuses on expanding education level to EMRs (to EMT Basic Level, which would allow EMRs to be able to transport) and then exploring the potential to cross training Fire and EMS. Discussion included conversation around the usage needs by Department of Corrections and Waupun Memorial Hospital for interfacility transport needs.
- EMS Workgroup: An initial meeting has been held to discuss using American Rescue Plan Act (ARPA) funds to work on the idea of creating a county-wide EMS Program (Dodge). This program would use dispatch data to help develop coverage maps which are based on size (15 miles) and response time (15 minute); with funding source also being discussed.

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 5:36pm made by T. Rhodes (second by B. Buccholz ; 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.