



# Police and Fire Commission Meeting

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190  
\*In Person and Virtual

**Monday, November 18, 2024 - 6:00 PM**

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Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.

Please click the link below to join the webinar:

## Police and Fire Commission Meeting

November 18th, 2024, 6:00PM

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/871025725>

**You can also dial in using your phone.**

Access Code: 871-025-725

United States: +1 (571) 317-3122

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

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## AGENDA

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF AGENDA

*A commission member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Commission to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

### CONSENT AGENDA

*Items on the Consent Agenda will be approved together unless any commission member requests that an item be removed for individual consideration.*

1. Approval of Minutes from July 1st, 2024.

### HEARING OF CITIZEN COMMENTS

*No formal Commission action will be taken during this meeting, although issues raised may become a*

*part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

## REPORTS

### 2. Fire Chief's Report

- a. Personnel Update.
- b. Training Update.
- c. Community Engagement Update.
- d. Department Updates: to include pumper and ladder truck updates, collecting bids for the new bunk room construction and YTD calls for service numbers.

### Police Chief's Report

- a. Personnel Update.
- b. Training Update.
- c. Community Engagement Update.
- d. Department Updates: to include a review of the Fitch & Associates staffing study, COPS Hiring Program (CHP) grant award and the consideration of a Public Safety referendum.

## NEW BUSINESS

3. Review and provide feedback for Improving Public Participation at Whitewater Common Council and Committee Meetings document.
4. View Open Records training video (link will be provided to anyone not in attendance).
  - a. As part of our ongoing commitment to transparency and compliance with Open Meetings Law, the below video is being shared:

<https://youtu.be/DQq3swWDZKc>

## EXECUTIVE SESSION

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility". Items to be discussed:

5. Probationary EMT/Firefighter Employment Update.  
Presentation of EMT/Firefighter Paid on Call Candidates for Certification.

## RECONVENE INTO OPEN SESSION

6. Announcement of Recommendation Concerning Whitewater Fire Department Certification Process.

**FUTURE AGENDA ITEMS**

**ADJOURNMENT**

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**



# Police and Fire Commission Meeting

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190  
\*In Person and Virtual

**Monday, July 01, 2024 - 6:00 PM**

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

**Police & Fire Commission Meeting**

Jul 1, 2024, 6:00 pm

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/759747365>

**You can also dial in using your phone.**

Access Code: 759-747-365

United States: +1 (872) 240-3311

**Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.**

## AGENDA

### CALL TO ORDER

The meeting was called to order at 6:00 PM by Commissioner Chair Jerry Grant

### ROLL CALL

#### PRESENT

- Commissioner Jerry Grant
- Commissioner Beverly Stone
- Commissioner Mwita Binagi
- Commissioner Marissa Aranda
- Commissioner Tom Miller
- Police Chief Daniel Meyer
- Assistant Fire Chief Ryan Dion
- Support Services Manager Sabrina Ojibway

### APPROVAL OF AGENDA

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*and approval from the Commission to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.*

Motion made by Commissioner Miller, Seconded by Commissioner Binagi to approve agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed.

**CONSENT AGENDA**

*Items on the Consent Agenda will be approved together unless any Commission member requests that an item be removed for individual consideration.*

**1. Approval of Minutes from June 17th, 2024**

Motion made by Commissioner Stone, Seconded by Commissioner Binagi to approve agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed.

**HEARING OF CITIZEN COMMENTS**

*No formal Commission action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three-minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.*

***To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial \*6 to unmute your phone and dial \*9 to raise your hand.***

There were no citizen comments.

**REPORTS**

**2. Fire Chief's Report**  
**a. Staffing Update**

Trevor Kobleski was provided a conditional offer of employment and is currently working his way through the medical process. Firefighter/Paramedic Benjamin Kastern tendered his resignation effective June 24<sup>th</sup>, 2024. The hiring process for Firefighter/Paramedic has been reopened.

**EXECUTIVE SESSION**

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(c) "Considering

employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility". Items to be discussed:

**3. Interview of FTE EMT/Firefighter Candidate(s)**

Motion made by Commissioner Aranda, Seconded by Commissioner Miller to go into closed session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commission Aranda and Commissioner Miller. Motion passed.

The Police & Fire Commission went into closed session at 6:03 PM

**RECONVENE INTO OPEN SESSION**

Motion made by Commissioner Stone, Seconded by Commissioner Miller to go into open session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed.

The Police & Fire Commission went into open session at 6:32 PM.

**4. Announcement of Recommendation Concerning Whitewater Fire Department Hiring Process**

Motion made by Commissioner Binagi, Seconded by Commissioner Miller to approve the candidate, Abel Turner, for placement on the eligibility list for a Firefighter/EMT position, effective July 1<sup>st</sup>, 2024. The position is subject to staffing needs of the department, a medical screening, a psychological evaluation and a 12-month probationary period. The eligibility list will remain in effect for 12 months.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed.

Motion made by Commissioner Stone, Seconded by Commissioner Aranda to approve the candidate, Ethan Krause, for placement on the eligibility list for a Firefighter/EMT position, effective July 1<sup>st</sup>, 2024. The position is subject to staffing needs of the department, a medical screening, a psychological evaluation and a 12-month probationary period. The eligibility list will remain in effect for 12 months.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed.

**FUTURE AGENDA ITEMS**

There were no future agenda items discussed.

**ADJOURNMENT**

Motion made by Commissioner Miller, Seconded by Commissioner Aranda to adjourn.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi, Commissioner Aranda and Commissioner Miller. Motion passed

Meeting adjourned at 6:35 PM

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**

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## **Proposed Framework for Improving Public Participation at Whitewater Common Council & Committee Meetings**

### **Public Appearance Card**

Public Meeting Appearance Cards (PMAC) shall be used by members of the public who wish to speak during public comment, public hearing or specific agenda item. This form would also be used for those individuals who do not wish to or cannot verbally address the Common Council/Committee during a meeting.

A person may provide comments and support or opposition for an agenda item on the form. Those requesting to speak during the meeting may indicate this on the form.

Prior to taking action on an item on the agenda, the presiding officer will request the City Clerk/Secretary to indicate any speakers who have signed up for that particular item. The Clerk/Secretary will read the name of the speaker and the speaker on-deck. The Clerk/Secretary will alternate between those in support and opposition.

After all of the speakers have been called, the Clerk/Secretary will indicate written support and opposition by reading the name and the position of the individual. The minutes will reflect the receipt of written comments in support or opposition by all registered individuals.

### **Time Limits**

Public Comment – 3 minutes with a limit of 30 minutes total

Public Hearing – 5 minutes with a limit of 30 minutes for each support and opposed speakers

Per speaker time is the same. Provide support and opposed delineation.

Agenda Items – 3 minutes, with an ability for extension with consent of Common Council.

Per speaker time is the same. Provide clarification about extension of time.

Whenever a group of individuals wishes to address the Council/Committee on the same subject matter, those individuals may designate a spokesperson to address the Common Council/Committee. The spokesperson may ask for additional time when completing the PAMC, and with the consent of the Common Council/Committee, the presiding officer may extend the time allocation. Individuals are still welcome to complete a PMAC registering their support or opposition, and written comments will be entered into the record by the City Clerk/Secretary.

The presiding officer, with the concurrence of the Common Council/Committee, may extend or limit any of the enumerated time allocations based on the complexity of the item and the number of persons wishing to speak on the item



## **Meeting Conduct**

### **Expectations of Speakers**

- The speaker shall conduct themselves in a professional and respectful manner.
- All remarks shall be directed to the Common Council/Committee, as a body, and not City staff or any member of the public in attendance.
- The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.

### **Expectation of Public**

Members of the public in the audience shall not engage in any of the following activities during a Common Council/Committee meeting:

- Shouting, clapping, unruly behavior, or speaking out when not recognized by the presiding officer.
- Defamation, intimidation, personal affronts, threats of violence, or profanity.
- Behavior that disrupts the orderly conduct of the meeting.

### **Expectation of Council/Committee Members**

While the Common Council/Committee is in session, the members must preserve order and decorum. Each Council/Committee member shall conduct themselves with decorum and shall neither, by conversation or otherwise, delay nor interrupt the proceedings or the peace of the Common Council/Committee, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.