



POLICE & FIRE COMMISSION MEETING MINUTES

Meeting, Monday, June 13, 2022, 6:00 p.m.

Port Washington Police Dept. Community Room, 365 N. Wisconsin Street

1. Roll call. Jim Bieber (via Zoom), Sarah Burdette, Edward Johnson, Terry Tietyen, Joe Dean. Also present: Police Chief Kevin Hingiss, Fire Chief Mark Mitchell, Alderperson Dan Benning. From the Ozaukee Freemasons, Sri Vasudevan, Erwin Wuehr, Tim Schwister. From the Ozaukee Press, Kris Halbig-Ziehm and Sam Arendt. From the Ozaukee County News Graphic, Kay Dahlke and Art Dahlke. Meeting called to order by Vice Chair Burdette, Presiding, at 6:02 p.m.
2. Public Appearances, Comments, and Correspondence. None.
3. Review of Previous Meeting Minutes. Motion to approve the minutes of the May 9, 2022 PFC meeting by J. Bieber, seconded by J. Dean. Motion carried on voice vote.

POLICE DEPARTMENT

1. Masonic Lodge Presenting Fire Suppression Tool to Police Department and Fire Department. Sri Vasudevan, Erwin Wuehr, and Tim Schwister, of the Ozaukee Freemasons, presented the Fire and Police Departments with Fire Suppression Solutions FST devices to aid in putting out fires and minimizing damage. The units lower temperatures in a contained room by 2,000 degrees. Chief Hingiss, Chief Mitchell, and the PFC thanked them for their donation.
2. Review of bills – May 2022. The bills were reviewed.
3. Review of budget – May 2022. The budget was reviewed.
4. Municipal Court statement – April 2022. The statement was reviewed.
5. Calls for Service – May 2022. The calls were reviewed.
6. Update on Hiring Process. Chief Hingiss noted that after advertising, the Department received 25 applications, and that 17 candidates had showed up for testing. Command staff interviews will be held the last week of June. It is his hope that the PFC can complete their interviews by the second week of July in order to get successful candidates enrolled in the August school opportunity.
7. Lt. Nye Accepted to WI Command College. Chief Hingiss reported on Lt. Nye's acceptance to the Command College, where upon successful completion Lt. Nye will become a certified public manager. He described details of the program.
8. *Discussion and Possible Action on Updating PFC Mission Statement. T. Tietyen moved that agenda items 8, 9, 10, and Fire Department agenda items 5, 6, and 7, be tabled to the July 11, 2022 meeting of the PFC. Motion carried on voice vote.
9. *Discussion and Possible Action on Updating PFC Organizational Rules & Policies.
10. *Discussion and Possible Action on City's Charter Template for Boards, Commissions & Committees.
11. Other business permitted by law: Review meeting schedule; calendar matters; referrals to future meetings. The next meeting of the PFC was scheduled for 6:00 p.m. on July 11, 2022, with a 5:30 reception to be held for former Chair Rick Nelson. J. Dean inquired as to having a discussion with the City Council regarding a joint Police and Fire building. It was indicated that will be put on the next agenda. Chief Hingiss provided an update on the Flock camera system.

AMBULANCE DEPARTMENT

1. Review and discussion – Ambulance Invoices May 2022. The invoices were reviewed.
2. Review and discussion – Ambulance Budget through 05-31-2022. The budget was reviewed. Chief Mitchell reported that the State has increased the Medicaid reimbursement rate and suggested a further discussion be held at the next PFC meeting.
3. Review and discussion – Ambulance Calls, both Transports and Non-Transports May 2022. The ambulance calls were reviewed. Chief Mitchell reported that the Department is using a new method of responding to scenes, which is reducing response times.
4. Review and discussion – Paramedic Intercepts May 2022. After review, Chief Mitchell advised that the intercepts will likely drop due to Saukville's recent hiring of staff.
5. Update on hiring of personnel. Chief Mitchell informed the PFC that McKenna Ferry, a part-time EMT-Basic, will be starting on June 14; Jordon Laboy, a part-time FF/Paramedic, will be starting next week; and Connor Walsh, as a full-time FF/Paramedic, will be starting on June 20.

6. Other business permitted by law: Review meeting schedule; calendar matters; referrals to future meetings.

FIRE DEPARTMENT

1. Review and discussion – Fire Invoices May 2022. Invoices reviewed. Chief Mitchell highlighted the UL invoice was for ladder testing.
2. Review and discussion – Fire Budget through 05-31-2022. Budget reviewed.
3. Review and discussion – Fire Calls May 2022. Calls reviewed.
4. Update on Fire/EMS Shared Services Working Group. Chief Mitchell related that since some consolidation has occurred, the group is now smaller. They are discussing the county EMS grant process.
5. *Discussion and Possible Action on Updating PFC Mission Statement.
6. *Discussion and Possible Action on Updating PFC Organizational Rules & Policies.
7. *Discussion and Possible Action on City’s Charter Template for Boards, Commissions & Committees.
8. Other business permitted by law: Review meeting schedule; calendar matters; referrals to future meetings.

Adjournment. Motion by T. Tietyen, seconded by J. Dean, to adjourn the meeting. Motion carried on voice vote. Vice Chair Burdette adjourned the meeting at 6:55 p.m.

Respectfully submitted,
Edward Johnson, Secretary

PFC Commissioners: Chair James Biever, Vice-Chair Sarah Burdette, Secretary Edward Johnson, Terry Tietyen, Joseph Dean