

Public Safety Committee
Wednesday, June 8, 2016 6:30 p.m.
Regular Meeting
Common Council Chambers
31 South Madison Street

MINUTES

1. Call to Order. Meeting was called to order at 6:30 p.m. by James Montgomery.
2. Roll Call. Members present: James Montgomery, Matt Brown, and Erica Stuart Others present: Police Chief Scott McElroy, EMS Chief Jamie Kessenich, and Deputy Clerk Maria Hougan.

3. A motion was made by Brown, second by Stuart, to approve the agenda as printed.

Motion approved 3-0.

4. A motion was made by Stuart, second by Brown, to approve the May 4, 2016 Public Safety regular meeting minutes.

Motion approved 3-0.

5. Citizen appearances other than agenda items listed. Jim Brooks of 563 S. 6th St, and Jon Senn, of 216 Garfield St., were in attendance to speak on this year's 4th of July festivities at Lake Leota Park. The event runs Friday, July 1 to Monday July 4th. They gave a summary of the events to take place. Brooks commended the police officers for doing a wonderful job. Jesse Scott, 6820 N. Francis Dr., was in attendance regarding his operator's license.

6. Old Business.

a. A motion was made by Brown, second by Stuart, to recommend to the Common Council approval of the Renewal Alcohol Beverage License applications for a **Class "B" Beer/"Class B" Liquor License** for:

Romano's Pizza Inc., Francesco Romano, Agent, 74 N. Sixth Street, Evansville, WI 53536, d/b/a Romano's Pizza, 50 Union Street, Evansville WI 53536.

Motion approved 3-0.

b. A motion was made by Stuart, second by Brown, to recommend to the Common Council approval of the Renewal Alcohol Beverage License application for a **"Class A" Beer License** for:

Landmark Services Cooperative, Lee Dammen, Agent, 13912 W. Northridge Drive, Evansville, WI 53536, d/b/a Cenex Convenience Store of Evansville, 9 John Lindemann Drive, Evansville, WI 53536.

Motion approved 3-0.

7. New Business.

a. A motion was made by Brown, second by Stuart, to approve the Original Operator(s) License applications for: (approved by Police Chief McElroy)

1. Denise M. Johnson
2. Vianney H. Winger
3. Thomas L. Dexter
4. Rosa Moscato

Motion approved 3-0.

b. A motion was made by Stuart, second by Brown, to approve the Renewal Operator(s) License applications for:

1. Christia S. Hunt
2. Jackson J. Hermanson
3. Kathy M. Whitaker
4. Joshua D. Church
5. Troy R. Hinkel
6. LeAnn M. Alf
7. Vanessa M. Slye
8. Sheri L. Biddick
9. Bettina S. Vandemark
10. Adam E. Crook
11. Angela M. Shanely
12. Jesse C. Scott

Motion approved 3-0.

c. A motion was made by Brown, second by Stuart, to approve the Temporary Class “B” Fermented Malt Beverage and Temporary “Class C” Wine License application for Evansville Community Partnership for June 30, 2016– July 4, 2016 for the 4th of July festivities at Lake Leota Park, and the attached temporary operator’s list.

Motion approved 3-0.

8. Evansville Police Department Report. Police Chief McElroy presented his report below:

Table of Contents

I. Monthly Report

The monthly report was completed using the Spillman LRMS system.

- Monthly Report: Calls for Service by Month, Incident, type & officer.

II. Officer Training

- Supervisory/Management Training
- Radar Training
- RUSH training
- Intoximeter training
- EVOC Training
- Blood Borne Pathogen Training

Monthly Update

- Awarded/accepted a \$4000.00 Traffic Grant
- Body Armor grant applied for
- Monthly follow up - Update
- Calls for Service
- License plate Transactions/Renewals
- Technology Update
- Police Commission/Staffing Update
- 4th of July Event Schedule

III. Agenda Items for Discussion

- (MOU) Intergovernmental training agreement
- Law Enforcement Torch Run

IV. Community Relations

- License Plate & Title Service Provider Report

Ancillaries

- Intergovernmental training agreement with Rock county law enforcement agencies including a vision, mission and values statement.
- Grant history since 2005.
- 4th of July Event Schedule.

I. POLICE DEPARTMENT MONTHLY REPORT

May - 2015

II. Officer Training:

EPD staff will complete Blood Borne Pathogen in next few months.
EVOC training was completed Monday May 16th.

Officer Rittenhouse & Hernandez are scheduled to attend Intoximeter specialist training June 14-16.

Officer Rittenhouse completed radar certification training May 2-5.

Officer Reilly completed RUSH training 5-2 and 5-3

Lieutenant Koehler & Sergeant Reese attended Principles of Police Supervision Monday May 23, 2016.

III. Community Relations:

See: <http://www.ci.evansville.wi.gov/city/services/police.html>

May 5th Sergeant Reese accompanied Jenifer Braun (BASE) to Brookfield for a presentation on our drug lock box program.

IV. Monthly Update:

1. Follow up:

- Evansville Police Department was one of the agencies that was just selected, and will be awarded a \$4,000.00 Traffic Enforcement Equipment Grant for participating in the “Drive Sober Winter” initiative, formerly called “Booze and Belts.” The mobilization period ran from 12/18/15 – 01/03/16. Second grant earned in past 6 months. We plan to buy a new radar unit as well as light bar for the next squad.
- We applied for a grant to help purchase body armor for 2017. We generally receive about 50% in grant money to help offset the cost. This will affect the 2017 budget.
- Special Olympics Torch Run – On June 7th, 2016 Chief McElroy represented Evansville PD at the “Final Leg” of the Special Olympics Law Enforcement Torch Run in Rock County. The Law Enforcement Torch Run is an event to raise funds and awareness for the Special Olympics of Wisconsin in order to provide year-round sports training and competition for athletes with intellectual disabilities. Law Enforcement Officers from all over Wisconsin will be carrying the Special Olympics Torch in order to kick off the State Summer Games in Stevens Point, Wisconsin, on June 9th. The run began at the Rock County Sheriff’s Office, with the route proceeding eastbound on E USH 14, to the parking lot of Jimmy John’s on Milton Ave. The route is approximately 2 miles long and we all travelled as a group, with Sheriff’s Deputies providing traffic control.
- Employee appreciation lunch was June 6th at EPD. Our staff thanks the city for this.
- Coop student Mark Trawicki’s last day will be Tuesday June 7th. We appreciate all Mark has done for us and wish him well.

- Wednesday June 8, Adrianna Schlitzer will come back and work this summer. Adrianna's normal schedule will be day shift the first couple days to get refreshed on all the duties, programs, etc., then she will likely start working 1p-7p or whatever times the committee sets, starting Monday June 13. The office will then be open until 7pm Monday-Friday. When Jill is off, this person will be needed to come in and work some first shifts hours so we can get reports completed and to the DA Office.
- Our Radar Trailer is out and working around the city.
- On May 5th, I posted an informational notice on FB sharing our burning ordinance.
- Outdoor warning system siren testing resumed April 6th at 12:05pm.
- The Click it or Ticket mobilization has ended (May 23 – June 5).
- We have completed the schedule for the 4th of July week festivities. See event schedule. Alcohol will be served in a second area this year near car show.
- June 7th is the school fun run.
- I have been working on items and information to place on our new web page. I've been in communication with our new webmaster/web- designer.

2. Accreditation:

- Our on-site review/site visit is now scheduled for January 2017. We will work on the 2016 proofing again in October and/or November of 2016.

3. Technology/Equipment Update:

- We have been having problems with the hard drive of the squad video cameras. We have sent in some of the equipment for repair. General Communication also made some repairs to this equipment.

4. Police Commission/staffing:

- We have advertised to create an eligibility list for future full and part time openings at EPD. I hope to bring on one part time officer immediately from this hiring process. We plan to start the process soon.
- Officer Hernandez remains on light duty.
- (OLD) Our 2015 Coop student Adrianna Schlitzer has agreed to come back and work as an LTE for EPD June, July and part of August of 2016. This will be approximately 10-12 weeks. Adrianna will work 1p-7p which is consistent to our plan of having the office open later in the evening until 7pm. We will advertise in June for the permanent ½ time position that will work 3p-7p, and start in August

when Adrianna leaves for college. Adrianna's return is consistent with the job description approved by the finance/Labor committee as we often bring back former coop students for summer help. The position is budgeted for and this basically delays the hiring of the ½ time permanent part time person by about 2 ½ months.

- On Tuesday June 2nd, the Evansville Police Commission appointed Jessica Rittenhouse.
- Effective January 11, 2016, Officer Hernandez was removed from our “inactive list” and has been reinstated effective immediately as a part time officer.
- Jacquelyn M. Arnold continues working as a second officer. On August 13, the Evansville Police Commission appointed Jacqui.
- Coop student Mark Trawicki started on Monday August 3rd ; His last day is June 7.

5. Calls for Service: May 2016: 1012 2015: 1034

6. License Plate Transactions: May 2016: 53

7. Face Book Page: EPD continues to utilize “Face book.” Weather updates, significant events, special events, lost and/or recovered dogs, etc.

V. Agenda Items for Discussion:

8. a: Intergovernmental training agreement (MOU) with Rock county law enforcement agencies.

8. b: Setting the evening police department office hours.

VI: Ancillaries:

- Intergovernmental Training agreement with Rock County Law Enforcement Agencies and Vision, Mission and Values Statement.
- Grant summary sheet since 2005.
- 4th of July Event Schedule.
- Law Enforcement Torch Run Media Release

- a. A motion was made by Brown, second by Montgomery, to recommend to Common Council for approval of the Police Cooperation Intergovernmental Agreement. Chief McElroy presented the agreement. He stated the purpose of the agreement is to save money between departments on training. This will utilize all departments and training resources.

Motion approved 3-0.

- b. A motion was made by Stuart, second by Brown, to set hours of public access to the Police Department's customer service office as amended to the hours of 7:00 a.m. to 6:00 p.m. Police Chief McElroy stated the hours for the part time employee may be from 3:00-7:00 p.m. with the office closing at 6:00, and to use the hour from 6:00-7:00 to take care of work needs.

Motion approved 3-0.

9. Evansville Emergency Medical Services Report. EMS Chief Kessenich presented her report below:
 - 30 calls for service in the month of May
 - The Stryker Power Cot and Power-Load system has been ordered and should arrive mid to late July.
 - State of Wisconsin EMS Funding Assistance Program Grant was completed and submitted.
 - Bill Castonguay has completed his EMT class and affiliation, last step is waiting for the Medical Director to approve his local credential application.
 - Lawrence White has returned from flight school and will begin being worked back into schedule as he gains experience.
 - Holly Hage was hired and will complete her affiliation on June 16, 2016. She completed EMT class this last semester.
 - In the process of updating the Operational Plan with the State of Wisconsin to complete the service application in order to keep EMS service active. In order to complete this process, you must have a current Operational Plan. The last time the service plan was updated was in 2006.
10. Meeting Reminder: Next regular meeting scheduled for Wednesday, July 6, 6:30 pm.
11. Motion to adjourn. Motion by Brown, second by Stuart, to adjourn at 7:55.

Motion approved 3-0.

Future agenda item: Discussion on possible fee's and flat rates of pay for EMS attendance at certain events.

James Montgomery, Chairperson