



**MENASHA POLICE COMMISSION MEETING MINUTES  
APPROVED**

President Ron Duuck called the meeting to order on April 25<sup>th</sup> at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Ron Duuck, Terri Reuss, Chief Styka, Jason Dionne, Marshall Spencer, Officer Brett Halderson

Excused: Tony Gutierrez

Minutes to Approve: Terri Reuss moved to approve February 28<sup>th</sup>, 2013 meeting minutes. Marshall Spencer seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: The Commission was requested to approve Probationary Period Extension of Officer Marty Effert. Terri Reuss moved to approve the proposal. Jason Dionne seconded the motion. The Commission unanimously approved the Probationary Period Extension.

**DISCUSSION**

Correspondence: Terri Reuss submitted a letter received from the Menasha Common Council to confirm the re-appointment to the Police Commission for the term of May 1, 2013 – May 1, 2018.

**New Business:**

Menasha Police Commission yearly election of Officers.

It was proposed that Ron Duuck remain President of the Commission.

Marshall Spencer moved to accept the selection. Terri Reuss seconded the motion. The Commission unanimously approved the selection.

It was proposed that Jason Dionne accept the position of Vice President of the Commission.

Marshall Spencer moved to accept the selection. Ron Duuck seconded the motion. The Commission unanimously approved the selection.

It was proposed that Terri Reuss remain Secretary of the Commission.

Ron Duuck moved to accept the selection. Marshall Spencer seconded the motion. The Commission unanimously approved the selection.

**Chief Styka Report**

**Training:**

- Legal Update: Sworn Personnel have attended
- Mark Mauthe: White Collar Crime Seminar (16 hours)
- Intoxilyzer Update (breath test): All trained personnel
- Ann Gollner: Wisconsin Human Trafficking (16 hours)
- Marty Effert and Tony Edwards: Intox School (24 hours)
- Jeff Jorgenson: School Safety Webinar (1 hour)
- Ann Gollner, Amy Cook and Jim Verkuilen: Technology Dangers and Risks for Youth Training (8 hours)
- Amber Olson: Telecommunications Role in Active Shooter (4 hours)
- Aaron Zemlock: Wisconsin Problem Oriented Policing Conference (8 hours)
- Joe Polzien: Wildlife Rescue and Rehab (2 hours)

- Dan Hoernke: CVMIC Use of Volunteers (6 hours)
- Ron Bouchard and Jim Verkuilen: Homicide Investigations Training Seminar (20 hours)
- Ron Bouchard and Mark Mauthe: DNA Evidence Update (3 hours)
- Stephanie Gruss: Evidence Management Conference (24 hours)
- Nick Thorn: CVMIC Basic Risk Management (16 hours)

#### Department Updates:

- IT Reporting to Police Chief- For the next several months the Chief will be serving as the Interim IT Director until the Administrative Services position is filled.
- Hiring Process Continues – Officer Josh Gallagher started April 9<sup>th</sup>. Other two openings are in various stages.
- Update: Mission Statement. The mission statement for the PD has been updated and will be in place during Police Week in May 2013. The new mission statement reads:  
*Our mission is to be a model of modern police services built upon a strong partnership with the community using respect, creativity and technology to find solutions and improve the quality of life and safety for all.*
- Police Week 2013 – A full report of the department awards will be provided in the June meeting
- Mutual Aid discussions with joining jurisdictions – discussions continue between the municipalities as well as legal review of possible agreements.
- Radio Transition Complete- The new radio system with the County is complete. There have been some issues with reception in the field and the building. Most of the building issues have been resolved with a signal booster being installed in the building.
- Procedure Manual Complete

Information was presented to The Commission by Officer Halderson: Menasha Police Department Index Crime Offenses. Officer Halderson provided statistical information comparing the city of Menasha to other similar communities in the state of Wisconsin. The information is based on several social-economic equations. The group expressed how this is important information and should be provided on a more regular basis. Chief Styka indicated there is a plan to have an annual report which all of the numbers would be in a format available to the public.

Adjourn: Terri Reuss moved to adjourn. Marshall Spencer seconded the motion at 5:20 pm. The motion was unanimously supported.

The next bi-monthly meeting will be held Thursday June 20<sup>th</sup>, 2013 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee, may be attending; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,  
Theresa Reuss  
Commissioner, Secretary