



Vice President Marshall Spencer called the meeting to order Thursday, May 12, 2016 at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Fran Ebben, Tony Gutierrez, Chief Styka, Marshall Spencer

Absent: Jason Dionne (Participated via phone in officer elections)

Minutes to Approve: Fran Ebben moved to approve the March 2016 meeting minutes. Tony Gutierrez seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: None

Old Business: none

Discussion: None

Correspondence: None

New Business: Annual election of officers  
President, Jason Dionne  
Vice President Fran Ebben  
Secretary Marshall Spencer

#### **Chief Styka Report**

- Procedural Justice for Law Enforcement Agencies: Command Staff (8 hrs)
- Legal Update: All Sworn Personnel (8 hrs)
- Pursuits Update: All Sworn Personnel (8 hrs)
- Crisis Intervention Training: Edwards and Spiegel (40 hrs)
- WILEAG Accreditation Manager Training: Hanchek & Styka (8 hrs)
- 2016 Together for Children Conference: Gruss (16 hrs)
- Scenario Instructor Course: Lenss & Miller (16 hrs)
- Surviving the 1<sup>st</sup> Three Seconds: Miller (8 hrs)
- Wisconsin Association of Homicide Investigators: Mauthe & Bonneville (22 hrs)
- Peer Support to CISM Training: Groeschel, Gollner, Polzien & Hanchek (8 hrs)

#### Department Updates:

- WILEAG Accreditation Update: Lt. Hanchek is now back on the road and no longer working on accreditation full time. 70-75% of accreditation is now complete. Building design will be problematic for a number of evidence best practices. We are on track for a Fall 2017 onsite assessment.

- Staffing/Hiring Process Update: Officer Eric Cooper was sworn in this week. Lt. Ron Bouchard will be retiring on 5/20/2016. Officer Roger Picard has submitted his letter of intent to retire on 6/1/2016.
- Officer Jorgenson is currently training in Ohio with his facility dog. He will be back next week. He will continue to work and train with the dog while working in his regular job duties. We are anticipating up to 6 months before they will be fully acclimated to the position and available to do additional duties or demonstration presentations.
- Police Week is next week. Attached is a copy of the memo sent to the Common Council outlining the awards and presentations which will be presented.
- Review of police week recognition awards

Closed Session: Tony Gutierrez moved to enter into closed session at 5:20pm Fran Ebben seconded the motion. The motion was unanimously supported.

**CLOSED SESSION** Wisconsin statutes sec 19.85 (1)(c)

- Consideration of employment, promotion, compensation or evaluating the performance of any employee under the commission's jurisdiction.
- Consideration of open department officer position candidates

Adjourn: Fran Ebben moved to adjourn the meeting motion at 7:10pm. Tony Gutierrez seconded the motion. The motion was unanimously carried.

The next bi-monthly meeting will be held Wednesday Aug 20, 2016 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,  
Marshall Spencer  
Commissioner, Secretary