



**MENASHA POLICE COMMISSION MEETING MINUTES
APPROVED**

President Ron Duuck called the meeting to order on April 25th 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 28th, 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: 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
- Hiring Process Continues – Josh Gallagher started April 9th. Other two openings are in various stages.
- Update: Mission Statement
- Police Week 2013
- Mutual Aid discussions with joining jurisdictions
- Radio Transition Complete
- 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.

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 20th, 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

To: The Menasha Police Commission

From: Chief Tim Styka

RE: Probationary Period Extension

Date: April 8, 2013

Under the terms of employment as agreed to in the Collective Bargaining Agreement a probationary employee is to be, *"18 months or as otherwise established by the Police and Fire Commission pursuant to State Law."* The purpose of the probationary period is often times referred to as the last step of the hiring process. This allows for the officer to demonstrate their abilities to meet the minimum requirements of the position. In order for this vetting process to be complete an officer needs to work the entire 18 month period of time.

Due to unforeseen circumstances with Officer Marty Effert he was unable to perform his responsibilities as a police officer for a total of 27 calendar days during his probationary period. As a result, I am requesting that the Police Commission extend his probationary ending date from September 16, 2013 to October 13, 2013. This additional time will allow him the full and complete time to demonstrate his abilities as a police officer.