Welcome to the
City of Menasha
...a new horizon

Vice President Fran Ebben called the meeting to order April 20, 2017 at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present for full meeting: Fran Ebben, Tony Gutierrez, Chief Styka, James Meinke and Marshall Spencer.
Excused: Jason Dionne.
Present for part of the meeting: Training officer Tony Edwards and Investigator Mark Mauthe

Minutes to Approve: Marshall Spencer moved to approve the February 23, 2017 draft meeting minutes. Fran Ebben 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.

- Tony Gutierrez nominated Jason Dionne to serve as president. Motion seconded by Marshall Spencer and the motion was unanimously passed.

- Marshall Spencer nominated Fran Ebben to serve as vice president. The motion was seconded by Tony Gutierrez and the motion was unanimously passed.

- Tony Gutierrez nominated Marshall Spencer serve as secretary. The motion was seconded by Fran Ebben and the motion was unanimously passed.

Proposal by Chief Styka to promote Investigation officer Mark Mauthe to Investigation Lieutenant upon Lieutenant Bonneville's retirement.

- Fran Ebben made motion for Commission to concur with the promotion. Motion seconded by Tony Gutierrez and the motion was unanimously supported.

Chief Styka Report Training:

- CIT Training: Heidemann (40 hrs)
- WAI Conference: Mauthe (36 hrs) Verkuilen (28 hrs) Thorn (6 hrs)
- NIMS IS-300: Thorn (16 hrs)

- Pursuit update: Jorgenson, Sahr, Thorn & Gollner (4 hrs)
- Basic SWAT: Abrahamson & Berna (40 hrs)
- CVMIC – Teams and Process Improvement: Edwards (16 hrs)
- Legal Update & Intox Recertification: All Sworn Personnel

Department Updates:

- Building Update: We believe we have someone to take down the radio tower. We are working on an issue with fiber optic lines coming into the building. The general contractor did a walkthrough of the site to finalize the bid package.
- Staffing/Hiring Process Update: Officer Adam Schultz and Officer Randy Hill are continuing in Step V – solo patrol. Cadet Officer Shelby Patterson is currently in recruit school and is expected to graduate in May. A conditional offer has been given to a candidate for the final opening. We anticipate a mid-May start date after the final phases of the hiring process are completed. This would fill the final opening; however we are expecting a retirement in early June.
- A new parking ticket system is in the final stages of approval and should be implemented by the end of 2nd quarter.
- The new Livescan fingerprint system is up and running.
- We are hoping to complete a mock assessment for Accreditation in late May. This is an informal assessment of level of preparedness for our onsite review which is scheduled for November 2017.
- Police Week is May 14-20. We are working on the events for the week which include both officer and citizen awards as well as new employee recognition at the Common Council meeting and the awards dinner.
- The Department is switching to a new body video camera. This will put all patrol officers and supervisors on the same platform.
- Introduction to the new officer training program presented by Officer Tony Edwards: PTO (Police Training Officer).

Adjourn: Meeting adjourned at 5:47 PM

The next bi-monthly meeting will be held Thursday June 1, 2017 at 4:30 pm 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 by
Marshall Spencer
Commissioner, Secretary