

Welcome to the
City of Menasha



MENASHA POLICE COMMISSION MEETING MINUTES
Approved 6/21/2018

President Jason Dionne called the meeting to order April 12, 2018 at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Jason Dionne, Fran Ebben, James Meinke, Marshall Spencer, Chief Styka

Absent: Tony Gutierrez

Minutes to Approve: Fran Ebben moved to approve the January 25, 2017 draft meeting minutes. James Meinke seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: Complimentary letter from the Menasha school district.

Old Business: Act on MPC Rules and regulations document. Jason Dionne moved to approve the version Chief Styka distributed on April 9, 2018. Fran Ebben seconded the motion which was unanimously approved. Future Commissions can modify whenever appropriate.

Discussion: None

Outgoing Correspondence: None

New Business:

- Chief Styka informed the Commission that, per PTO Coordinator Lt. Matt Lenss , Officer Adam Schulz and Officer Randy Hill have successfully completed their probationary training. PTO Coordinator Lt. Matt Lenss recommends that the Commission approve Officer Hill's full employment status effective. April 19, 2018. Lt. Matt Lenss also recommends that the Commission approve Adam Schulz effective April 25th. Jason Dionne so motioned and Marshall Spencer seconded. The motion was unanimously carried.
- **Organizational change:** Chief Styka recommends that the position of Administrative Captain be reclassified to Deputy Chief. This will not change position status, compensation or duties. The purpose is better align the title with the actual duties of the position. Jason Dionne moved to approve and Fran Ebben seconded the motion which was unanimously approved.
- **Election of officers.** Marshall Spencer nominated Jason Dionne for president. James Meinke seconded and the motion was unanimously carried. Fran Ebben nominated James Meinke for

Vice President. Jason Dionne seconded and the motion was unanimously carried. Jason Dionne nominated Marshall Spencer for Secretary. Fran Ebben seconded and the motion was unanimously carried. The new positions will take effect May 1, 2018.

Chief Styka Report

Training:

- Homicide Conference: Sawyer (24 hrs)
- Pursuit Update: All Sworn Personnel (4 hrs)
- Legal Update: All Sworn Personnel (varies 4-8 hrs)
- Autism Training for First Responders: Hill (5 hrs)
- Active Shooter Management Training: Thorn, Sawyer, Halderson, Styka (4 hrs)
- ACCJT – Supervisor's Role in Managing the Use of Force: Lenss (8 hrs)
- 2018 WAI Conference; Verkuilen (24 hrs)
- 2018 WE Energies Training: Nelson (2 hrs)
- CIT Training: Berna (40 hrs)
- WI Active Threat Integrated Response Training: Sawyer (18 hrs)
- CHEERs Compliance Training: Hoernke (1 hr)
- Chapter 51 Training – Calumet Co Crisis: Groeschel (4 hrs)
- Wisconsin Police Leadership Conference: Sahr, Mauthe & Styka (20 hrs)CVMIC – Employment Law: Schultz (16 hrs)
- DAAT Training: Remaining Sworn Officers (3 hrs)
- T2 Flex Training (parking system): Non-sworn Staff (1.5 – 3 hrs)

Department Updates:

- Building Update: The building project is complete. Evidence is now be transitioned into the new storage room and staff is being trained on using the new evidence tracking software the BEAST.
- The new parking ticket system is now operational. Citizens have the ability to pay citations online and the process of issuing a citation is simplified.
- Officer Ann Gollner has advised she will be retiring in June after 23 years with the City.
- Annual Report distribution.
- Working with the school district on updating our agreement and transitioning the school PSLO positions to a (SRO) School Resource Officer positions as well as reviewing security plans and response to a variety of types of incidents.
- Vision team has been created.

Closed session: At 5:30pm Fran Ebben moved to adjourn to closed session. James Meinke seconded the motion. The motion was unanimously carried. 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 7:20pm. James Meinke seconded the motion. The motion was unanimously carried.

The next meeting will be held Thursday, June 21, 2018 starting 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