

Welcome to the  
City of Menasha



**MENASHA POLICE COMMISSION MEETING MINUTES**  
**12/20/2018**

President Jason Dionne called the meeting to order December 20, 2018 at 4:33 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Jason Dionne, Fran Ebben, James Meinke, Tony Gutierrez, Chief Styka

Absent: Marshall Spencer

Minutes to Approve: James Meinke moved to approve the October 30, 2017 draft meeting minutes. Fran Ebben seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: Discussion of resignation letter of Fran Ebben from the Commission addressed to Mayor Merkes.

Old Business: None

Discussion: None

Outgoing Correspondence: None

New Business:

### **Chief Styka Report**

Training:

- Crisis Intervention Training: Patterson & Abrahamson (40 hrs)
- Radar Operations: Schanke (24 hrs)
- Menaging the Media Message: Oleszak (16 hrs)
- Instructor Update: Schulz (8 hrs)
- CVMIC Unacceptable Employee Behavior: Edwards (16hrs)

Department Updates:

- Dan Lindstrom, Richard Heinen and Matthew Schanke have all moved to solo patrol. We currently have two open positions and Deputy Chief Brett Halderson and Office Jim Verkuilen will be retiring in January. Kellen Gennrich has accepted our employment offer and will be starting in January.

- Lt. Thorn continues to work with the school district on updating their building security and safety plans. We are also working on updating the SRO agreement with the District to be more reflective of current practices.
- Officer Amy Cook is being reassigned from the SRO at Maplewood Middle School to an Investigator. Officer Josh Gallagher will be taking over for Officer Cook at the school.
- We just completed a major update to our policy manual. The changes reflect improvements to operational efficiencies, current best practices and compliance with changes in State and Federal laws. We are also working on finishing up gathering information for this year to continue to make sure we are in compliance with WILEAG standards. There are certain items we need to do on an annual basis each year of the three year cycle.
- A few weeks ago the new countywide records management system was deployed. We were able to provide training to all of our personnel prior to going live on the new system. Like with any new computer system there is a learning curve as well as bugs to work out. Our internal staffs of trainers Jenny Groeschel, Lt. Chuck Sahr, Officer Nick Oleszak and Officer Josh Gallaher have been working hard to make the transition as easy as possible.
- In the next few weeks we will be working with software which will basically put some of the capabilities of the dispatching system onto a smartphone. This would allow personnel who are not in a vehicle (such as SROs and Investigators) access to the CAD system without needing a full MDC.

**Closed session:** At 4:55pm Tony Gutierrez 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

The next meeting will be held Thursday, February 21, 2019 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